

NOTICE OF VACANCY

Title: Motor Equipment Operator

Grade: 3

Salary: \$58,101.00 Annually

Classification: Non-competitive

GENERAL STATEMENT OF DUTIES: Operates one or more types of equipment and performs a variety of manual tasks in connection with such operations; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is recurring manual work involving responsibility for the safe and efficient operation of various types of motor equipment. The work is performed under general supervision. Supervision may be exercised over the activities of helpers and laborers.

EXAMPLES OF WORK: (Illustrative only)

- Operates a truck in connection with the removal of snow, refuse and garbage, recycling and in the transportation of stone gravel and supplies.
- Operates a truck with snowplow or other attachments.
- Performs preventative maintenance on Department equipment.
- Performs manual labor, such as loading trucks, digging ditches, cleaning culverts, mowing, trimming, etc.
- May supervise a small group of laborers as specific tasks require

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Good knowledge of the operation of trucks and other automotive equipment; ability to understand and follow simple oral and written directions; mechanical aptitude; must report to emergencies within a thirty-minute time frame; dependability; good physical condition;

MINIMUM QUALIFICATIONS: Graduation from High School or possession of a High School Equivalency diploma and a valid New York State Driver's license at time of application.

SPECIAL REQUIREMENT FOR EMPLOYMENT:

Must have a valid New York State drivers' license Class B CDL with air brakes and a tanker endorsement and maintain throughout employment.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF EMPLOYMENT:

- Ability to Pass a D.O.T. pre-employment drug screen and physical.
- Ability to pass a skills test (road test).
- Ability to communicate effectively both orally and written.
- Ability to work independently and manage time effectively.
- Good interpersonal skills.
- Knowledge of D.O.T. regulations.
- Must be 18 years or older with a clean Driver's License at time of appointment and throughout employment.

Applications:

Applications must be received in the Civil Service Office by December 31, 2025. Applications for this position may be obtained from the Civil Service Office located in City Hall, Ground Floor, 420 Broadway, Kingston, NY 12401, or on our website at www.kingston-ny.gov under the Employment tab. Applications can be mailed to that address, dropped off in person or emailed to rkimble@kingston-ny.gov. Please include the title "MEO" in the subject line of the email. **Resumes will not be accepted in lieu of an employment application.**

This posting is for filling a position permanently, based on passing a probationary period. Preference may be given to City of Kingston Employees. For more information about Civil Service employment, call (845) 334-3921.

The City of Kingston is an Equal Opportunity/Affirmative Action Employer