

NOTICE OF VACANCY

Title: Motor Equipment Operator

Salary: \$56,272 + benefits, including major medical, dental and vision. Paid time off, including paid holidays, enrollment in the NYS Retirement Plan. *Public Service Loan Forgiveness available to City of Kingston employees.

Classification: Non-competitive – No Civil Service Exam required for this position.

***PUBLIC SERVICE LOAN FORGIVENESS:** College graduates with student loans may be eligible to have part of their loan paid for after being employed in a full-time position in the City of Kingston. Additional information is available at <https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>.

Distinguishing Features of the Class:

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

Typical Work Activities:

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 snow plow or other attachments; performs preventative maintenance on department equipment; performs manual labor, such as loading trucks, digging ditches, cleaning culverts, mowing, trimming, etc.

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 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.
- Knowledgeable of D.O.T. regulations.
- Must be 18 years or older with a clean Driver's License at time of appointment and throughout employment.

Drug/Alcohol Testing of Applicants:

DOT Drug Testing Regulation requires testing of any applicant selected for this position prior to employment. The City is required to: (1) Conduct a pre-employment drug test; and (2) Receive from the Medical Review Officer a negative test result on the pre-employment drug test for a person prior to hiring or prior to using that person in a safety-sensitive position for the first time. This requirement also applies when a current employee is transferring from a non-safety sensitive position to a safety-sensitive job for the first time.

Drug/Alcohol Testing During Employment:

The City of Kingston strives to be a Drug Free Workplace, and the City seeks to provide a workplace free of controlled substances (illegal drugs and drugs that have medical uses but are highly addictive) and alcohol use by prohibiting the manufacture, sale, distribution, possession without prescription, and/or use of controlled substances and/or alcohol without a prescription in the workplace. To that end, the City has programs and policies relating to Reasonable Suspicion Drug & Alcohol Testing, Random Drug & Alcohol Testing of Drivers of City Vehicles and DOT Drug & Alcohol Testing for CDL Licensed Drivers.

Applications:

Applications will be accepted at the Kingston Civil Service Office at 420 Broadway, Kingston, NY 12401.

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