

**Position Purpose:**

Performs a variety of semi-skilled and unskilled manual work in the construction, repair, cleaning and maintenance of Town roads, culverts, catch basins, drainage systems and other public works projects. Responsible for the safe and efficient operation of heavy duty trucks and other Highway Department equipment and tools. Performs all other related work as required.

**Essential Functions:**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

- Operates a variety of motor driven vehicles and equipment including trucks, road sweepers, snow plows, back hoe, loader, catch basin cleaner, road grader, etc.
- Operates equipment and performs manual labor for all highway projects including maintenance of roads, ditches and drainage, and other special projects.
- Trims and cuts brush, paves and patches roads.
- Operates air compressors and related attachments, concrete mixers, chain saws, brush chipping machines, lawn mowers and other light equipment in accordance with department safety procedures.
- Assists in the snow and ice removal operations and other emergency work by performing assigned tasks.
- May be asked to perform repairs on water mains, services and ancillary equipment, digging graves, installation of drainage pipe and structures and loading trucks.
- Uses a variety of power driven and hand tools to perform assigned tasks.
- Performs work on DPW buildings and structures by painting, and carpentry.
- Sweeps roads and parking lots; paints stop bars, parking spaces, as needed
- Maintains roadways, including patching, filling potholes, paving and sweeping.
- Operates heavy-duty dump trucks in picking up and delivering equipment, materials, debris and supplies, and on-road maintenance and street construction work hauling cold patch, gravel, sand and rocks.
- Operates loader, street sweeper, grader, roller, wood chipper, tractor, sanders and plows. Transports equipment with a trailer to job sites (Class B CDL). Uses heavy-duty equipment to spread sand, gravel and asphalt; digs trenches, ditches, holes and graves; installs culverts and catch basins; patches roads and swales; lays pipe; mows roadsides; compacts road surface and paves roads.
- Operates hand saws, chain saws, weed whackers, shovels, brooms, picks, rakes and other hand and light power tools. Uses such equipment to perform various semi-skilled and unskilled tasks essential to public works operations such as shoveling, sweeping, raking, digging, cleaning culverts, drains, roads and ditches; installs and replaces road signs, and cuts brush and wood.
- Operates vehicles and equipment providing roadway snow removal and sanding.
- Performs similar or related work as required, directed or as situation dictates.

**Recommended Minimum Qualifications:****Education, Training and Experience:**

## **DRIVER/LABORER**

**STERLING, MA**

High school graduation; two years' experience in the operation and maintenance of heavy equipment and trucks in construction and maintenance work; or any equivalent combination of education and experience. CDL-B driver's license with air brake endorsement and a Hoisting Engineer License 2B. Class A CDL, hoisting license 4E and 4G preferred.

### **Knowledge, Ability and Skill:**

*Knowledge:* Basic knowledge of the materials, methods and techniques relative to public works projects/programs. Knowledge of the principles and practices of operation of heavy equipment, dump trucks and related equipment; knowledge of the maintenance of equipment, road maintenance and construction. Some knowledge of State laws and regulations pertaining to motor vehicle operations.

*Ability:* Ability to follow detailed oral and written instructions given by supervisor. Ability to make minor repairs and adjustments to equipment operated. Ability to communicate effectively verbally with supervisor. Ability to operate a dump truck; ability to learn to operate and maintain heavy-duty construction and road maintenance equipment; ability to learn the basic duties in road maintenance and construction; ability to read and interpret work orders and plans; Ability to follow proper methods, procedures and safety precautions. Ability to plow with all hydraulic equipment on designated route.

*Skills:* Skill in the operation of heavy equipment and in the operation and maintenance of equipment used in the Public Works Department.

### **Physical Requirements:**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

This position primarily involves physical labor. It requires both indoor and regular outdoor work, performed under varying weather and other conditions with exposure to some occupational risks. Must be able to: access all areas/levels of a construction site/building/ structure; traverse uneven terrain; and enter, exit and operate vehicles.

While performing the duties of this position, the employee is required to regularly engage in strenuous physical effort, including: repetitious physical motions; lifting and/or moving 100 pounds or more; operation of heavy and light equipment, vehicles, tools; and moving about all indoor and outdoor work sites efficiently

### **Supervision:**

*Supervision Scope:* Functions are generally well defined and limited in scope but may involve some judgment and initiative in determining method of completion.

*Supervision Received:* Works under the direct supervision of the DPW Foremen who will assign work and provide instructions as necessary.

*Supervision Given:* None.

**Job Environment:**

- The majority of work is performed outdoors with exposure to temperature extremes and inclement weather. Incumbent is subject to the hazards associated with work such as hazardous road conditions, gases and toxins. Work environment is very loud. On-call for emergencies.
- Regularly operates equipment such as dump trucks, light duty trucks, backhoe, front-end loader, sweeper, tractor, backhoe, sander, snow plow and hand/power/pneumatic tools.
- Interacts occasionally with other town departments, the general public and contractors working for the department. Communicates in person and involves an information exchange dialogue.
- Errors may result in time loss and delay, cause damage to buildings and/or equipment, result in serious personal injury and injury to others and have monetary repercussions.

*(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)*

*Pay Equity/Equal Opportunity/Americans with Disabilities Act Employer*