TOWN OF TEWKSBURY

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876-2796

HUMAN RESOURCES DEPARTMENT

(978) 640-4488
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JOB POSTING

POSITION AVAILABLE:	Heavy Motor Equipment Operator/Highway/Forestry Division (DPW)
QUALIFICATIONS:	Candidate for this position is required to have a valid Massachusetts CDL and 2b Hoisting License. A minimum of two (2) years experience as a MEO or work relating to this field. Specific job qualifications are listed in the job description attached.
HOURS:	40 hours a week
SALARY:	$44,350 – 61,728
BENEFITS:	Paid sick leave, vacation; contributory health dental and life insurance.
POSTING DATES:	From: June 10, 2015 To: June 25, 2014
TYPE OF POSTING:	Union and Open

Applications may be obtained online at www.Tewksbury-ma.gov or at the Human Resources office at the temporary Town Hall located at 464 Main Street.

The Town of Tewksbury is an affirmative action equal opportunity employer.

This is an AFSCME Local 833 position Group 3

TOWN OF TEWKSBURY
DEPARTMENT OF PUBLIC WOKRS
Job Description

Job Title: Heavy Motor Equipment Operator **Grade:** 3
Division: Highway/Forestry Division, DPW
Prepared: April 30, 2013

Job descriptions are intended to present a descriptive list of the range of duties performed by employees in the class. Descriptions are ***not*** *intended to reflect all duties performed within the job.*

SUMMARY

Performs various types of manual labor related to the construction, maintenance, operation and repair of town infrastructure and equipment; undertakes a variety of maintenance activities pertaining to public works. Operates a variety of motor equipment ranging from passenger cars and light pick-up trucks to heavy trucks and truck-trailer combinations consistent with a Commercial Drivers License Class B.

DUTIES & RESPONSIBILITIES

Essential and other important responsibilities and duties may include, but are not limited to, the following:

Essential Functions:

- Operate a variety of motorized equipment such as dump trucks, snowplows, tractors with various attachments, and other related maintenance and construction equipment as assigned to assist with construction, repair and/or maintenance projects in the Highway/Forestry Division or as assigned.

- Operate a variety of electric, hydraulic, pneumatic and gas power tools to conduct a variety of maintenance and construction operations.

- Works around all types of construction equipment; as appropriate for assigned project, establish work safety zones and place zonal/warning signs around work sites; assemble/install appropriate barricades, pylons, signage, etc.

- Participate in the repair, construction and maintenance of the town roads; overlay road sections; fill potholes; construct and repair curbing, sidewalks and other related infrastructure.

- Rebuild, clean, and repair catch basins and manholes; flushing drain systems; painting traffic control markings onto streets; constructing and repairing drain pipes; cleaning/clearing culverts and brooks.

- Cuts trees, repairs, and trims trees and shrubs; performs related tasks in the repair, maintenance, and care of trees and shrubs. Uses a variety of tools and equipment necessary to perform tree care and maintenance.

- Maintain and care for all equipment, machinery and vehicles used during work assignments; perform preventive maintenance tasks regularly; report required maintenance and repair of equipment and vehicles to Fleet Division personnel.

- Participate in snow and ice removal and treatment operations, some of which occur after normal work hours; participate in other inclement weather operations and services.

- Perform other work that may be assigned by the Superintendent of Public Works or his Designee.

QUALIFICATIONS

Knowledge of:

- Operation and maintenance requirements of power-driven tools.
- Basic methods and techniques of general construction, maintenance and repair related to public works or the area of work assigned.
- Occupational hazards and standard safety practices; follow appropriate safety guidelines to conduct aerial work and work around power lines.
- Proper techniques and uses of a variety of hand tools and power tools.
- Pertinent Federal, State and local laws, codes and regulations.

Ability to:

- Understand a variety of skilled construction and maintenance tasks.
- Perform strenuous manual labor tasks related to assigned responsibilities;
- Must have good stamina and not tire easily; ability to lift, handle, and manipulate on occasion at least 75 lbs. normally less; able to work under moderate noise level; capable of pro-longed repetitive bending from waist and have sufficient hand and leg strength to use manual and/or powered equipment for extended periods of time.
- Communicate clearly and concisely with public and coworkers.
- Establish and maintain effective working relationship with those contacted during course of work.

EXPERIENCE and TRAINING GUIDELINES

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education and/or Experience:

Two years experience as a Motor Equipment Operator with a municipal public works operation of general maintenance or construction experience, or an equivalent and relevant combination of education and experience in a related field.

License or Certification:

- Possession of an appropriate level, valid Class B commercial driver's license (CDL), with airbrakes, tanker, and appropriate endorsements to operate Highway and Forestry equipment;
- Class 2b hoisting license is required.
- Possession of or ability to obtain, appropriate licenses and/or certificates for assigned activities, including roadside boom mowing.

SUPERVISION RECEIVED and EXERCISED

- Receives supervision from the Supervisor assigned (Highway/Forestry, Water/Sewer, Fleet).
- May exercise supervision of subordinates assigned.

WORKING CONDITIONS

Environmental Conditions:

Indoor and outdoor environments with extreme hot/cold weather conditions; exposure to vibrations and noise; work on slippery or uneven surfaces, work around electrical energy; work around heavy machinery; work in or near vehicle traffic; exposure to dust and fumes from motorized equipment; possible hazardous chemicals; overtime and irregular working hours for inclement weather situations and other circumstances deemed an emergency by the Superintendent of Public Works.

Physical Conditions:

Essential functions may require maintaining physical condition necessary for sitting, standing and walking for extended periods of time; moderate to heavy lifting and carrying, pulling, reaching, bending, climbing, and kneeling; use of fingers, both hands and legs required; and operate assigned vehicles.