



TOWN OF TEWKSBURY

TOWN HALL
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TEWKSBURY, MASSACHUSETTS 01876-2796

HUMAN RESOURCES DEPARTMENT

(978) 640-4488
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JOB POSTING

POSITION AVAILABLE: HMEO – Water/Sewer Div. 1 Position (DPW)

QUALIFICATIONS: Candidate for this position 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 Driver's License Class B. Candidate is required to have a valid Massachusetts CDL with airbrakes and tanker endorsements and a Class 2b Hoisting License. Additionally, a minimum of two (2) years of general maintenance or construction experience within a municipal public works operation, or an equivalent and relevant combination of education and experience in a related field.

Specific job duties and qualifications are listed in the job description attached.

HOURS: 40 hours a week

SALARY: \$45,458 – 63,271

BENEFITS: Paid sick leave, vacation; contributory health dental and life insurance.

POSTING DATES: From: December 1, 2016
To: December 9, 2016

TYPE OF POSTING: Open

Applications may be obtained at the Human Resources office on the 2nd floor of the Town Hall or online at www.tewksbury-ma.gov.

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 WORKS
Job Description**

Job Title: Heavy Motor Equipment Operator **Grade:** 3
Division: Water/Sewer Division, DPW
Prepared: December, 2012

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 Water/Sewer 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.
- May be assigned to operate other types of mechanized equipment as required based upon availability of other personnel. Such may include front-end loader, and backhoes, etc. with appropriate license.
- Operate jackhammers and shovels to clear out areas around water gates, sewer drains, and other portions of the water or sewer system; assist in installation, replacement, repair, and maintenance projects of water and sewer system; service taps for water and/or sewer system. Participate in the repair of the town roads associated with water breaks.
- Assist with installation, removal, repair, test and service of water valves , meters and fire hydrants; repaint fire hydrants.

- Assist with flushing water and sewer lines; clean out blocked lines; assist with rodding and vacuum equipment to clear lines. Cleaning, maintenance and repair of various components of sewer pump station
- 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 functions or the area of work assigned.
- Occupational hazards and standard safety practices.
- 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 Water and Sewer Division equipment

- Class 2b hoisting license is required.
- Possession of or ability to obtain, appropriate licenses and/or certificates for assigned activities.

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.