TOWN OF TEWKSBURY

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876-2796

DEPARTMENT OF ADMINISTRATIVE SERVICES

(978) 640-4488
FAX (978) 640-4302

JOB POSTING

POSITION AVAILABLE:	Seasonal Laborer Multiple positions (DPW)
QUALIFICATIONS:	Should possess a GED or equivalent experience. Must possess a Massachusetts Driver's License and be at least eighteen (18) years of age. Specific job qualifications are listed in the job description attached.
HOURS:	40 hours a week for approx 16 weeks
SALARY RANGE:	Hourly $11.67
BENEFITS:	None
POSTING DATES:	From: April 9, 2015 To: May 1, 2015
TYPE OF POSTING:	Open

Applications may be downloaded on our website at www.tewksbury.info and emailed to adminsvcs@tewskbury-ma.gov or faxed to 978-640-4302.

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

SEASONAL LABORER - DEPARTMENT OF PUBLIC WORKS
(SEASONAL)

SUMMARY:

Performs a variety of manual tasks requiring no specialized skill and which can be learned in a few days. Duties range from light physical to heavy laborious tasks and do not require prior experience.

SUPERVISION RECEIVED:

The Seasonal Laborer within the DPW is subject to the direction and control of the Superintendent of Public Works or his/her designee.

SUPERVISION EXERCISED:

Supervision of subordinates assigned.

QUALIFICATIONS:

Candidate should possess a GED or equivalent experience. Must possess a Massachusetts Driver's License and be at least eighteen (18) years of age.

Essential Requirements

- Must be able to work under moderate noise level
- Must be able to lift, handle and manipulate on occasion 75 lbs. normally less.
- Must be capable of pro-longed repetitive bending from the waist.
- Must be able to push powered equipment, such as lawnmowers, snow blowers, and etc. for extended periods of time.
- Must have sufficient hand and leg strength to use manual and/or powered equipment for extended periods of time.
- Must have good stamina and not tire easily.

GENERAL DUTIES AND RESPONSIBILITIES:

Performs a variety of unskilled labor duties of which the following are typical examples:

1. Digging holes, trenches, and other excavations.
2. Shoveling materials and leveling areas.
3. Cleaning out drains and catch basins.
4. Loading and unloading supplies.
5. Moving furniture.
6. Cleaning litter and debris from streets, runways, and parking lots.

SEASONAL LABORER - DEPARTMENT OF PUBLIC WORKS (SEASONAL)

7. Assisting in placing and holding heavy items in place.
8. Mowing grass using hand or powered equipment.
9. Trimming shrubs and lower parts of trees along sidewalks and highways.
10. Performing laboring duties for skilled craftsmen but not as a helper or apprentice nor for the purpose of learning the trade.
11. Uses standard hand tools, (i.e. shovels, picks, axes, saws, heavy wrenches and small power tools).
12. Must be able to operate small motorized equipment such as riding mower and small tractor.

THE ABOVE EXAMPLES OF DUTIES ARE NOT ALL INCLUSIVE BUT A GENERALIZATION OF THE DUTIES AND RESPONSIBILITIES RELATED TO DEPARTMENT OF PUBLIC WORKS.