



TOWN OF TEWKSBURY

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876-2796

HUMAN RESOURCES DEPARTMENT

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

JOB POSTING

POSITION AVAILABLE: SHMEO-Sewer Maintenance Craftsman (Department of Public Works)

QUALIFICATIONS: Candidate for this position is required to have four (4) year experience in the operation, maintenance and repair of pumps, generators, and electromechanical equipment with proven proficiency in mechanical, electrical and hydraulic disciplines as they relate to the Town's sewer collection system and pump stations, with two (2) years' experience as a Heavy Motor Equipment Operator (HMEO) in a municipal public works water & sewer operations environment or an equivalent and relevant combination of education and experience in a related field. Basic knowledge of computer software, such as Microsoft Word and Excel, and ability to prepare reports and enter data into spreadsheets, strong communications skills; ability to learn, understand and use the Mission control systems for monitoring pump stations. Must have a valid Massachusetts CDL with tanker endorsement and Hydraulic Hoisting Class 1b/2a license; possession of or ability to obtain New England Water Environment Association Voluntary Collection Certification is preferred.

Specific job qualifications are listed in the job description attached.

HOURS: 40 hours a week

SALARY RANGE: \$45,848 – 63,288

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

POSTING DATES: From: December 11, 2015
To: Until filled

TYPE OF POSTING: AFSCME Union and Open

Applications may be obtained at the Human Resources office at the Town Hall.

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

This is an AFSCME Local 833 position Group 3A

stations during working and non-working hours. Identify problems and take corrective actions.

- Interpret blueprints, equipment manuals, schematics, wiring diagrams, diagnostic and monitoring equipment as needed to troubleshoot, analyze, and locate collection system and/or pump station malfunctions.
- Document all work and findings in writing and through electronic means. Where appropriate, report findings and corrective actions to the Supervisor. Assist the Supervisor to identify, plan, and develop budget estimates for capital improvements needed in the collection system and pump stations.
- Operate a variety of motorized equipment such as sewer flushing and vacuum equipment, front-end loaders, backhoes, 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.
- Participate in the repair, construction and maintenance of the town infrastructure as may be assigned. Works around all types of construction equipment as appropriate for assigned project, establish work safety zones; assemble/install appropriate barricades, pylons, signage, etc. around work sites.
- Operate a variety of electric, hydraulic, pneumatic and gas powered tools to conduct a variety of maintenance and construction operations. 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 the Division Supervisor.
- Participate in snow and ice removal and treatment operations, some of which occur after normal work hours; participate in other inclement weather/emergency operations and services.
- Provide functional and technical guidance to junior members of assigned crew; may assist with training other employees on operations of equipment and in maintenance, repair and construction techniques on projects.
- Perform other work within the Department that may be assigned by the Superintendent of Public Works or his/her designee.

QUALIFICATIONS

Knowledge of:

- Operation and maintenance of collection system and pump station components, including mechanical/electrical equipment such as pumps, motors, controls and power generators.

- Proper operation techniques and maintenance requirements of hand and 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.
- Pertinent Federal, State and local laws, codes and regulations.

Ability to:

- Operate and maintain pump station equipment, natural gas and diesel fueled generators, sewer flushing and vacuum equipment and sewer video inspection equipment.
- Provide evidence of demonstrated technical ability to identify, schedule and perform maintenance, troubleshooting and repairs of collection system and pump station infrastructure to ensure their efficient and effective operation.
- Understand a variety of skilled construction and maintenance tasks.
- Perform strenuous manual labor tasks related to assigned responsibilities.
- Troubleshoot, make decisions and take appropriate remedial actions to maintain and repair pump station equipment and ensure their proper operation.
- Communicate clearly and concisely with public, and show leadership qualities with coworkers, supervisor(s) and contractors.
- 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:

Four years' experience in the operation, maintenance and repair of pumps, generators, and electromechanical equipment with proven proficiency in mechanical, electrical and hydraulic disciplines as they relate to the Town's sewer collection system and pump stations; and two years' experience as a Heavy 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. Basic knowledge of computer software, such as Microsoft Word and Excel, and ability to prepare reports and enter data into spreadsheets. Ability to learn and understand and use the *Mission* control systems for monitoring of pump stations. including experience or an equivalent and relevant combination of education and experience in a related field.

Licenses or Certifications:

- Possession of an appropriate level, valid Class B commercial driver's license with airbrakes, tanker and appropriate endorsements to operate water and Sewer Division equipment is required
- Possession or ability to obtain of a Class 1b/2a hoisting license is required.

- Possession of or ability to obtain, New England Water Environment Association Voluntary Collection Certification is preferred.
- Possession of or ability to obtain, appropriate licenses and/or certificates resulting from changes in federal, state and local regulations for assigned activities.

SUPERVISION RECEIVED and EXERCISED

- Receives supervision from Superintendent of Public Works or his Designee.
- Exercises supervision directly over subordinate positions within the Water/Sewer Division and in collaboration with the Water and Sewer Division Supervisor

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 and equipment.