



Department of Public Works – Water Division  
270 Treble Cove Road, Billerica, Massachusetts 01862  
PH: (978) 671-0957 FAX: (978) 215-2075

*Fred W. Russell, PE, DPW Director*  
*Todd A. Melanson, Water Superintendent*

## **NOTICE OF VACANCY-WATER DIVISION**

**Position:** Water System Maintenance Craftsman

**Duration:** Permanent

**Posting Date:** May 20, 2024

**Application Procedure:** Application forms may be picked up at the Town Manager’s Office or online at <https://www.town.billerica.ma.us/FormCenter/HR-11/Online-Application-63>. Anyone applying must use the application forms to be considered.

**Duties:** Under the direction of the Public Works Director, Superintendent of Water, and their designee, performs skilled manual work above an ordinary degree of skill in the installation and repair of equipment and infrastructure associated with the Town’s Drinking Water Supply and Distribution Works. This will include but not limited to work on water mains, gates, hydrants, excavations, standpipes, pump stations, service lines, meters, chlorinators, and chemical feed systems and building and ground maintenance. Responsible work may also include cleaning, greasing, oiling, repairing, replacing and troubleshooting equipment under routine and emergency conditions, and all other duties as required. Responding to system emergency and snowplow duties as required.

**Requirements:**

1. Must have a High School Diploma or GED Equivalent.
2. Must have a valid Massachusetts Driver’s License.
3. Must have at a minimum of a Grade D I license from the Commonwealth of Massachusetts Board of Certification of Operators of Drinking Water Supply Facilities or the ability to obtain in one year.
4. Substitutions for requirements will be at the discretion of the Director of Public Works.

**Salary:** \$ 26.6516 - \$32.2994 per hour depending on experience

**Hours:** Monday – Friday 7AM – 3:30; 40 hour per week and OT as required

This position was posted for a period of 10 working days in house in accordance with the agreement between the Town of Billerica and the BMEA Union.

Applicants may send resume and cover letter Todd Melanson, Water Superintendent via to [tmelanson@town.billerica.ma.us](mailto:tmelanson@town.billerica.ma.us) and Human Resources, Town of Billerica at [hr@town.billerica.ma.us](mailto:hr@town.billerica.ma.us)

**BMEA Union**