

CITY OF MARLBOROUGH

Marlborough, MA 01752

AA20-34

POSITION AVAILABLE DEPARTMENT OF PUBLIC WORKS – WATER/SEWER DIVISION SMEO/LABORER

The City of Marlborough Department of Public Works is seeking to fill the full time (40 hours) position of SMEO/Laborer in the Water/Sewer Division.

Position Purpose:

The employee is responsible for the provision of skilled and un-skilled manual labor including but not limited to digging trenches, patching streets, ground maintenance and the overall completion of Department of Public Works projects. The employee is also responsible for operating trucks and equipment in support of the maintenance and repair of municipal roadways, facilities, and infrastructure. Employee is required to perform all similar or related duties.

Supervision Required:

Under the general supervision of the Foreman and the Assistant Commissioner of Utilities, the employee is familiar with the work routine and uses initiative in carrying out recurring assignments independently with specific instruction. The supervisor provides additional, specific instruction for new, difficult or unusual assignments, including suggested work methods. The employee is expected to recognize instances which are out of the ordinary and which do not fall within existing instructions; the employee is then expected to seek advice and further instructions. Reviews and checks of the employee's work are applied to an extent sufficient to keep the supervisor aware of work progress and to ensure that completed work and methods used are technically accurate and that instructions are being followed.

Supervisory Responsibility:

The employee is not responsible for the regular supervision of other department employees.

Work Environment:

The employee constantly performs work outdoors on a variety of public works projects. Employee is frequently exposed to equipment/machinery, noise, odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease, and risk of personal injury. Work is continually performed outdoors, regardless of weather conditions. Employee may be required to work beyond normal business hours at nights and/or on weekends in response to natural or man-made emergencies on a 24-hour basis, 365 days per year.

Accountability:

The nature of the required work or the operation of potentially dangerous equipment increases the probability that the consequences of errors, missed deadlines or poor judgment may include significant waste of material, damage to buildings, equipment, and danger to public safety and/or personal injury. The employee is responsible to make every effort to avoid these consequences.

Occupational Risk:

Essential functions regularly present potential risk of injury to the employee such as the improper exposure to extreme weather conditions or the operation of heavy equipment which could result in loss of time from work. The employee shall, at all times, utilize any special written instructions, safety precautions, training, or protective gear as required.

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Essential Functions:

(The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

1. Completion of a wide range public works water/sewer projects such as digging holes, trenches, and other excavations; shoveling materials and leveling areas; will be required to work on water and sewer lines, performing installations, repairs and maintenance, loading and unloading of supplies, assisting in placing and holding heavy items in place, monitoring equipment and taking meter readings; using hand or small powered equipment.
2. Performs laboring duties for skilled craftsman but not as a Helper or Apprentice nor for the purpose of learning the trade.
3. Performs physical, manual labor using department equipment including but not limited to hand and power including but not limited to shovels, picks, axes, saws, heavy wrenches and small power tools.
4. Attends training sessions as required to maintain awareness and knowledge of updates or changes in occupational safety requirements pertaining to the use of department equipment and tools.
5. Operates any piece of motor driven equipment including but not limited to: trucks with a rated capacity of over 9 tons, tractors, semi-trailers, truck-trailer combinations and special equipment such as tractors, backhoes, front end loaders, rotary snow plows, mobile graders, mobile bituminous spreaders, vector jet truck and pipeline inspection camera truck.
6. Greases, oils, cleans and performs other minor preventative maintenance on equipment including some servicing on the job for certain special equipment. May occasionally operate motor equipment of lower level of difficulty.
7. As assigned, may participate in snow and ice operations.
8. Attends seminars and training programs to maintain required licenses or certifications and to keep aware of current safety operating practices and procedures.
9. Performs other duties as directed by the Assistant Commissioner of Utilities, Assistant Commissioner of Operations, Commissioner of Public Works, Foreman, or General Foreman.

Recommended Minimum Qualifications:

Education and Experience: Must have a high School Diploma or equivalent; five to seven (5-7) years prior work experience in heavy motor equipment vehicle operation as used in the maintenance and repair of water system distribution and roadways; or an equivalent combination of education and experience.

Special Requirements: A candidate for this position must have a valid Class B MA CDL and Hoisting License 2B. Position requires availability during snow and ice events. May be given 1 year to obtain the above licenses at the discretion of the City. Massachusetts Drinking Water Supply Facility Operator's License D2 preferred.

Knowledge: Working knowledge of municipal road construction and maintenance, equipment operating and maintenance procedures, and public works department operations. Knowledge of the streets system and geographic layout of the City.

Abilities: Ability to understand and follow written and oral directions and adhere to safety precautions to perform duties in an efficient, safe manner often under adverse weather conditions.

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Skills: Fine motor skill to operate department tools and equipment required to perform position duties including the operation of a tractor trailer for the safe transportation of materials and debris in a safe and efficient manner.

Physical and Mental Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the position’s essential functions.

Physical Demands: Duties require frequent and extended periods of outside work, subject to all weather conditions and extremes; continuous walking, standing, climbing and frequent periods requiring uncomfortable physical positions; may work on damp or uneven surfaces; crouch, sit, stand, walk, bend, crawl, kneel, pull, reach, push, twist, climb ladders and sloping surfaces, grasp, drag, lift and carry items weighing up to 100 pounds; work above shoulder level with power and/or hand tools for sustained periods of time; may be exposed to dust, chemicals, solvents, paint grease/oil, fumes; electrical and mechanical hazards, vibration and noise, work with machinery; may require the exercise of caution when operating heavy equipment or handling chemicals or other toxic materials; mobility, vision, hearing, dexterity and use of hands and legs appropriate to the duties to be performed.

Motor Skills: Essential functions involve close hand and eye coordination and physical dexterity. In order to operate department equipment and trucks often under adverse weather and/or road conditions on a 24/7 basis. The manual skills required are comparable to those which might be needed to operate assigned department equipment and vehicles such as a tractor trailer, backhoe, hand and power equipment etc.

Visual Demands: Visual demands require the employee to frequently read documents for general understanding and analytical purposes. The employee is required to determine color differences.

Step Salary: \$50,745.50 – \$64,102.48

Please forward cover letter and resume to:
 Human Resources Department
 City of Marlborough
 140 Main Street
 Marlborough, MA 01752
hrjobs@marlborough-ma.gov

Deadline for applications: December 31, 2020

Position:	<u> X </u>	Union	<u> </u>	Non-Union	<u> </u>	Contract
Class:	<u> X </u>	Full-Time	<u> </u>	Part-Time	<u> </u>	Intermittent
	<u> </u>	Provisional	<u> X </u>	Permanent	<u> </u>	Temporary