



Emily Russo
Director of Human Resources

City of Easthampton

Human Resources Department

City Municipal Building

50 Payson Avenue

Easthampton, MA 01027

Tel: 413-529-1466 Fax: 413-529-1488

POSITION OPENING:

WATER SYSTEM FOREMAN

Job Type: Full-Time, 40 Hours per week

Salary: \$33.46 -36.04 per hour

Posted: July 24, 2024

Closing Date: Until Filled

JOB DESCRIPTION

The City of Easthampton is looking to fill the position of Water System Foreman. The foreman is responsible for directing water distribution system construction and maintenance work crews, manual work, and operating equipment on projects, as well as all other related work, as required.

ESSENTIAL FUNCTIONS

- Operates the water distribution system as a Primary Operator.
- Leads work crews engaged in the construction, maintenance, extension, alteration, and repair of the water system, including the maintenance of engines, conduits, piping, and buildings. requisitioning materials and equipment.
- Operates heavy and light equipment, trucks, and other equipment necessary for the completion of projects; may perform labor incidental to the work of operating assigned equipment or other laboring tasks when assigned.
- Ensures compliance with all applicable policies, including worksite safety and environmental laws and regulations.
- Planning work schedules, instructing employees in the performance of work, and making field inspections of activities.
- Acts in the absence of the Supervisor in processing vendor bills, daily work reports, and other forms and reports. Work requires regular contact with the public primarily to furnish information or to service complaints.
- Work involves direct supervision over a group of employees, responsible for developing work methods, assigning work, solving work problems, reviewing the work of subordinates, and maintaining work schedules.
- Submits recommendations for more efficient and economical operations.
- Prepares reports concerning the department's activities. Scheduled and emergency overtime may be necessary due to emergency and routine work, and overtime acceptance is expected.
- Performs similar or related work as required or as the situation dictates.

EDUCATION AND EXPERIENCE

High school diploma; one to three years of experience in utility construction or maintenance, including heavy motor equipment operation; supervisory experience; or an equivalent combination of education and experience.

Special Requirements

Massachusetts Class B Commercial Driver's License

Certified Massachusetts Drinking Water Supply Facilities Operator Grade 1T and D3

OSHA 10 Certification

HOW TO APPLY

Applicants who wish to be considered may submit their completed application to the Human Resources Department, Municipal Building, 50 Payson Ave, Easthampton, MA 01027, or email their application to personnel@easthamptonma.gov on or before the closing date.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER