



NOTICE OF EMPLOYMENT OPPORTUNITY FULL TIME EQUIPMENT OPERATOR/SKILLED LABORER

The Town of West Boylston is seeking a Full Time Equipment Operator/Skilled Laborer. This a 40 hour/week position from 6:30 a.m. to 3:00 p.m., plus any required overtime. This position must be available for call out during emergencies.

Duties include all phases of highway-related activities, including but not limited to; snow removal, sand and salt application, drainage system maintenance and repair, road sign replacement, roadway maintenance and repair, and other related duties. Operates a variety of machinery, equipment and tools to perform duties, such as; dump trucks, loaders, backhoes, compressors and catch basin trucks, chainsaws, drills, and jackhammers. Also operates tools and equipment needed for the lining of ball fields, mowing and maintenance of ball fields and Town commons. Performs labor duties such as; shoveling, raking, sweeping, cleaning equipment, and patching.

The position requires a High School diploma or GED, with 3 to 5 years related experience, or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this position. Must obtain a CDL, Class B driver's license and a Class 2B Hoisting License.

Applications and job descriptions are available at www.westboylston-ma.gov, or the Office of the Town Administrator, 140 Worcester Street, West Boylston, MA 01583. Position will remain open until filled. First review of applications: October 9, 2023. The Town of West Boylston is an equal opportunity employer.

3. Operates jackhammer, small roller, and mower.
4. Operates vehicles providing roadway snow removal and sanding; plows, sands and salts streets and sidewalks. Snow and ice removal is a twenty-four hour-a-day responsibility, and the Equipment Operator shall be available throughout the snow and ice season any day of the week, including weekends and holidays.
5. Services and performs light maintenance and safety checks on trucks and equipment; inspects equipment according to prescribed checklist prior to operation to assure that all controls and safety devices function properly; lubricates and makes minor adjustments to vehicles and equipment as necessary; and reports major problems to the Foreman and the Mechanic so that repairs can be made.
6. Assists with street (highway) construction and maintenance projects, including, but not limited to building, repairing, and patching streets and sidewalks, cleaning catch basins and storm water detention basins, brush clearing, tree pruning and cutting, as well as repairing guardrails, fencing and signs.
7. Assists with park, park facility, e.g. the municipal swimming pool and bleachers, and building maintenance and repair projects.
8. Performs manual labor, including, but not limited to: digging holes and filling holes by hand; cutting and clearing brush, undergrowth and small trees; cuts and chips tree limbs, tree trunks and bushes; sweeps dirt and debris by hand; lifts and moves equipment, rubbish, furniture and equipment; cleans building, grounds and equipment; and removes snow and ice by hand.
9. May perform general laborer duties when not assigned to equipment operation.
10. Performs similar or related work as required, or as the situation dictates.
11. Provides extraordinary customer services and acts as a representative of the Town of West Boylston.

ADDITIONAL DUTIES AND RESPONSIBILITIES:

Assist any department or office of the Town of West Boylston as directed in the areas of site, public works and public facility maintenance, repair and construction as appropriate and needed and in conformity with all applicable rules, regulations and laws.

ESSENTIAL TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

Knowledge:

Thorough knowledge of the materials, methods and practices essential to the construction, maintenance and repair of streets, parks and storm water collection systems.

Working knowledge of public works equipment operation and mechanics. Working knowledge of construction and maintenance procedures and techniques.

Working knowledge of occupational hazards and safety precautions of the heavy equipment operation, construction and highway maintenance trades.

Working knowledge of the techniques of using varied equipment to the best advantage under different use conditions.

Possession of skill at a proficient or master level in operating all equipment and tools listed above.

Ability to interpret plans and keep routine records.

Ability to follow proper methods, procedures and safety precautions of a heavy equipment operator/laborer engaged in public works construction, repair and maintenance work.

Ability to work effectively in emergencies.

Ability to establish and maintain cooperative relationships with the public and with other municipal employees.

Education Requirements:

Possession of a high school diploma or equivalent. Training and qualifying experience in heavy equipment operating and grading.

Licenses and Special Requirements:

Possession of a valid Class B CDL License with air brake endorsement.

Possession of a valid Hoisting Engineers License with Class 2B Endorsement required with the ability to secure a valid Hoisting Engineers License – Class 4E Endorsement within the first six months of employment.

Experience:

A minimum of five years experience in highway construction, or public works department with primary responsibilities in the areas of street and sidewalk repair and maintenance, and snow and ice removal.

Physical Requirements:

Frequent strenuous physical effort required; ability to lift and carry on a frequent and continuous basis weights of 50 to 100 pounds. Required to bend, kneel, reach and squat frequently throughout the work shift. Frequent movement in and out of equipment and vehicles is required. May be required to work shifts greater than eight (8) hours. Ability to use and wear personal protective equipment and clothing such as hearing protection, eye protection, foot and hand protection and respiratory protection. Eyesight and hearing at or correctable to "normal ranges." Must conduct visual inspections while in the field. Required to stand, walk, use finger, handle, feel or operate objects, tools, or controls, and reach with hands and arms.

Numerical Aptitude:

Requires the ability to utilize mathematical formulas; add and subtract; multiply and divide totals; and interpret same as may be appropriate.

Language Ability:

Requires the ability to read English, and the ability to read a variety of professional, technical and administrative documentation, directions, regulations, instructions, methods and procedures.

Ability to follow and implement oral and instructions written in English.

Interpersonal Communication:

Requires the ability to communicate with people to convey or exchange professional information.

Requires the ability to interact with people (i.e. staff, general public and elected officials) beyond giving and/or receiving instructions.

Environmental Adaptability:

Work is generally performed outdoors under variable weather conditions and near hazards associated with construction sites. Heat, cold, wetness, noise, toxic agents/chemicals, and related occupational hazards associated with mechanical work reflect most common potential for injury.

The Equipment Operator is subject to call and may respond during emergencies; may be required to wear safety equipment.

May operates a variety of light, heavy, and special motor equipment such as snow plows, loaders, backhoes, and dump trucks; also operates a variety of hand and power tools, including jackhammers and chain saws.

Make frequent contacts with town officials and the general public.

Errors could result in delay or loss of services, and personal injury to self and/or others, damage to equipment, and danger to public safety and health.

The Town of West Boylston is an Equal Opportunity Employer

In compliance with the Americans with Disabilities Act the Town will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the employer.

Employee's Signature

Supervisors Signature

Date

Date