

TRUCK DRIVER/LABORER

Town of Gill

Definition

Semi-skilled and skilled manual work supporting the repair and maintenance of town roads, cemeteries, drainage system, and other town infrastructure and buildings; snow and ice removal; sewer and tree work; all other related work, as required.

Supervision

Works under direct supervision of Highway Superintendent or Foreman receiving assignments daily, and following departmental rules, regulations and policies; performs operations to complete assigned tasks according to a prescribed time schedule; refers unusual problems to supervisors. Uses initiative in carrying out recurring assignments independently with specific instruction.

Work Environment

Most work is performed outside, with frequent exposure to adverse weather conditions, extremes of temperature, and seasonal exposure to unpleasant working conditions related to outdoor and/or maintenance functions, such as loud noises, working in ditches, near moving mechanical parts or exposure to fumes or airborne particles. The workload is subject to seasonal fluctuations; may be required to respond to weather-related or other emergencies. Work in sewer, clean wet well, clean check valves.

The employee operates hand, pneumatic, and power tools, light and heavy equipment and trucks.

The employee has occasional contact with the general public, other town departments, and personnel from various vendors.

Errors could result in loss of service, personal injury, injury to others, monetary loss, and damage to buildings, infrastructure, or equipment.

Essential Duties and Responsibilities

The essential functions or duties listed below are intended only as illustrations for the various types 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.

Maintains roadways by sweeping roads, mowing roadsides, and cutting and chipping roadside brush; hauls and spreads construction materials, applies blacktop to roads; patches pot holes with cold patch or hot tar. May direct traffic during construction work.

Lays drains; cleans and builds catch basins; raises catch basins; installs culvert.

Sands and plows streets during winter weather and snow emergencies and responds to emergencies as required; performs preventive maintenance on equipment, greases, changes oil, and cleans equipment; changes tires; changes plow blades; performs minor maintenance. Building maintenance, including painting, to town owned buildings.

Drives equipment and vehicles, including dump trucks equipped with snow plows and sanders, loader, mower tractors, and backhoe; lifts bricks, cinder blocks, catch basin covers, branches, heavy supplies, plow blades, etc. Maintain and clean sewer valves and wet well.

Maintain cemetery grounds by mowing grass, raking, and repairing stones.

Emergency response in the event of an urgent situation under direction of senior officer in charge based on abilities.

Assists other Highway staff as required. Regular attendance and punctuality at the workplace is required. Must be enrolled in the Town's Drug and Alcohol testing program required by the Department of Transportation.

Performs similar or related work as required, or as situation dictates.

Recommended Minimum Qualifications

Education and Experience

High school diploma or equivalent.; two years of experience driving and operating heavy motor equipment and snow plowing; or an equivalent combination of education and experience.

Additional Requirements

Valid Massachusetts Commercial Driver's License (CDL Class B)

Hoisting License (2C) (must obtain within six months of hire)

Knowledge, Ability and Skill

Knowledge of road construction, repair and maintenance. Thorough knowledge of techniques, equipment, materials and tools used in road construction and maintenance operations. Knowledge of field safety.

Ability to operate and maintain special, heavy, and other motor equipment, power tools, pneumatic tools, and hand tools. Ability to perform strenuous labor work under varying and extreme weather conditions.

Ability to follow detailed oral and written instructions given by supervisor. Ability to interact and communicate verbally in an effective manner with fellow employees and supervisors. Ability to follow proper methods, procedures, and safety precautions.

Skill in safe and effective operation of heavy and light motor equipment and construction equipment, driving vehicles, and performing labor.

Physical Requirements

Strenuous physical effort is generally required to perform duties. The employee is frequently required to use hands to operate equipment, walk, stand, sit, reach with hands and arms, balance, and climb. Stamina is required to work in adverse weather conditions. Required to work in confined spaces. Regularly lifts or moves items up to 60 pounds and occasionally lifts items up to 100 pounds such as tools, equipment, supplies, etc. Physical ability to use power and hand tools, drive various classes of motor vehicles, operate and drive various pieces of heavy construction and maintenance equipment. Vision requirements include the ability to read routine documents and operate vehicles and equipment. Must be able to access all levels of a construction site/building/structure, traverse uneven terrain, climb a ladder, and enter and exit from all vehicles. Communicates verbally.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.

Truck Driver/Laborer
Town of Gill
(updated July 2018)