



Board of Road Commissioners

7 Depot Street
Hopedale, MA 01747

Position Title: Equipment Operator Laborer

Statement of Duties

Position involves routine, physical, and mechanical work related to the operation of the Highway Department. Work includes the operation of heavy equipment in the maintenance of streets, sidewalks, and parks, performing other work as required.

Supervision

Incumbent works under the general supervision of the Highway Superintendent. Employee is familiar with the work routine and uses initiative in carrying out recurring assignments independently. Questionable circumstances are referred to the supervisor for further direction.

Job Environment

- Work is performed outdoors. Occupational hazards include exposure to heavy equipment, construction sites characterized by rough terrain; and exposure to inclement and extreme weather conditions. Work consists of a variety of duties generally following standardized procedures or guidelines. The sequence of work and/or procedures followed varies with each assignment.
- Incumbent is on call for emergencies 24 hours a day, and carries a cell phone.
- Judgment is needed to apply the most pertinent practice or procedure available to perform the position.
- Errors may result in delay of service, personal injury, injury of others, damage to building or equipment, monetary loss and/or legal repercussions.
- Contacts are typically with town employees and the public. Contacts occur in person, over the phone and/or in writing.

Position Functions

Essential Functions

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

1. Operates heavy equipment, including dump trucks, sanders, and plows.
2. Operates catch basin machine to clean basins.
3. Operates one ton dump truck, pick up trash, brush, and other debris from roads.
4. Maintains roads in a safe, clean, working order.
5. Maintains town tree belts and lawns.
6. Operates brush cutting machine, commercial weed wackers for landscaping jobs.
7. Picks up leaves using a commercial leaf machine.

8. Repairs and maintains Highway Department vehicles.
9. Repairs broken or faulty catch basins.
10. Paints and repairs equipment as needed.
11. Replaces street and highway signs.
12. Washes vehicles.
13. Performs similar or related work as required.

Recommended Minimum Qualifications

Physical and Mental Requirement

Work is performed in the field with exposure to loud or very loud noises. Work involves exposure to outdoor weather conditions up to 2/3 of the time. Exposure to high places, toxic or caustic chemical, fumes or airborne particles, moving mechanical parts, and risk of electric shock up to 1/3 of the time. Work requires talking/listening, and use of hands, standing, walking, stooping, kneeling, climbing, crawling, and reaching with arms up to 2/3 of the time; sitting, climbing/balancing, up to 1/3 of the time. Good vision required for operating machinery. Work volume fluctuates unpredictably throughout the year. There may be occasional lifting required of materials over 60 pounds. Position requires the use of heavy and light equipment, pneumatic tools, power tools, hand tools, and office machine.

Education and Experience

A candidate for this position should have a High School Diploma or equivalent and 1 year of experience in road construction, plowing, general labor, and maintenance; and a valid Commercial Driver's License with air brake endorsement, and Hoisting engineer license 2A and/or 2B and 4E.

Knowledge, Skills, and Abilities

A candidate for this position should have knowledge of operating equipment; the ability to operate heavy and light machinery, power tools and hand tools; the ability to understand and follow instructions. Incumbent should be skilled in work safety awareness.

Employee
Sign off

Department Head
Sign off