



**TOWN OF MAYNARD**  
**Department of Public Works**

MUNICIPAL BUILDING  
195 Main Street  
Maynard, MA 01754  
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[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

**Administration**

**Highway**

**Water & Sewer**

**WWTP**

<b>JOB TITLE:</b>	<b>Skilled Laborer</b>	<b>Grade B</b>
<b>DEPARTMENT:</b>	<b>Public Works</b>	
<b>REPORTS TO:</b>	<b>Highway Foreman</b>	
	<b>Water &amp; Sewer Foreman</b>	
	<b>Parks-Forestry-Cemetery Foreman</b>	

**SUMMARY**

Responsibilities include operating equipment such as a pick-up truck, dump truck, participating in plowing and sanding roads, performing labor in the conducting of road maintenance and drainage work, and various other assignments to support the maintenance of the Town's highways, parks, and cemetery.

**ESSENTIAL FUNCTIONS**

Operate light equipment such as pick-up truck, dump truck, one-ton truck, and sanders; operates other equipment such as lawn mower, hedge trimmer, chipper and chainsaw.

Perform labor incidental to the work of operating the assigned equipment; plow and sand roads; pave and maintain roads; conduct drainage work; perform tree work; maintain lawns and grounds.

Mow sides of roads as required; patch pot holes, install traffic and street signs; install and remove snow fencing; repair stone walls; clean catch basins; install and replace old drainage; provide traffic control as required; empty trash barrels. Dig graves; assist in setting up burial services with funeral home; repair gravesites. Monitors equipment performance and informs Supervisor of needed maintenance/repairs. Perform other position-related duties, as assigned.

**QUALIFICATIONS**

**Minimum Training and Experience**

High school diploma or equivalent and 1 year job-related experience in construction or any equivalent combination, State of Massachusetts Commercial Driver's License (CDL) Class A or B, US DOT Physical Card or equivalent as per Massachusetts Department of Public Safety, and Class 2B Hoisting License is required. 4G Hoisting License preferred

**Knowledge Proficiency**

In order to be considered proficient in this position, the employee must demonstrate: working knowledge of the functions and operations of the Public Works department, basic knowledge of the functions and operations of other Town departments, with specific knowledge of the engineering and conservation, knowledge of safety rules and regulations and demonstrated commitment to following safety precautions and the wearing of protective safety clothing.

**Tools and Equipment Used**

The employee is required to use hand and power tools, light motorized equipment to include a pick-up truck, dump truck, one-ton truck, and sanders; operates other equipment such as lawn mower, hedge trimmer, chipper and chainsaw. The employee is required to operate a Class D motorized vehicle.

**Physical Demands**

The physical demands listed are representative of those that must be met by the employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to talk, hear, stand, walk, bend/stoop, reach, push/pull and drive motorized equipment. The work requires strenuous physical exertion including the regular lifting of objects of more than 30 pounds.

This position requires good vision and the application of significant manual dexterity in combination with eye-hand coordination to use hand/power tools and equipment.

**Work Environment**

The work environment characteristics described here are representative of those that the employee encounters while performing the essential functions of this job. Work is performed predominantly outside with exposure to weather extremes, loud noise, and disagreeable odors. The employee works around moving mechanical parts.