



TOWN OF MAYNARD
Department of Public Works

MUNICIPAL BUILDING
195 Main Street
Maynard, MA 01754
Tel: 978-897-1317 Fax: 978-897-7290
www.townofmaynard-ma.gov

Administration

Highway

Water & Sewer

WWTP

JOB TITLE:	Laborer	Grade A
DEPARTMENT	Public Works	
REPORTS TO:	Highway Foreman (OR) Water & Sewer Foreman (OR) Park/Forestry/Cemetery Foreman	

SUMMARY:

Performs manual work in the construction, installation, repair and maintenance of roads, bridges, grounds, systems and facilities; performs heavy lifting in the pick-up of debris and performs general maintenance work.

ESSENTIAL FUNCTIONS:

Receives oral instructions from Foreman or lead worker, who reviews work in progress. Assists lead worker in preparing equipment, loading materials and in positioning equipment. Carries out work according to standard procedures. Utilizes both hand tools and power equipment to complete assigned tasks. Performs manual work in the installation and clearing of pipes, patching or resurfacing of roads, removal of trees, leaves, brush, trash or refuse and in the installation or replacement of fences, posts, rails, or signs. During operation, observes performance of equipment and reports malfunction to Supervisor. Cleans and maintains equipment, facilities and grounds. Follows standard safety procedures and regulations. Reports tasks accomplished verbally to Supervisor.

As qualified, relieves laborers of higher grade. Performs heavy manual work in the removal of debris and trees. Participates in departmental snow removal operations. May also be assigned to other duties as necessary.

Note: The above is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility.

TYPICAL QUALIFICATIONS:

Ability to understand and carry out oral and written instructions. Ability to use equipment and tools requiring manual dexterity and mechanical aptitude. Ability to lift and/or carry objects weighing 25-50 pounds. Ability to work in poor weather conditions, including heat, cold, rain and snow. Sufficient stamina and good health to perform strenuous physical labor.

LICENSE or CERTIFICATE:

Requires Valid Driver's License and US DOT Physical Card or equivalent as per Massachusetts Department of Public Safety. Preference is given to candidates with a Class A or B State of Massachusetts Commercial Driver's License (CDL).