

TOWN OF SOUTHBOROUGH
DEPARTMENT OF PUBLIC WORKS

HIGHWAY DIVISION POSITION

EQUIPMENT OPERATOR OR TRUCK DRIVER

The Southborough Department of Public Works is receiving applications from mature and versatile individuals for an open position in the Highway Division as either a Equipment Operator or Truck Driver based on experience.

The position involves work in all Southborough Public Works Divisions with a primary assignment to the Highway Division. Work includes typical Highway Division operations including brush mowing, line painting, street sweeping, catch basin repair, pot hole filling, plowing, and miscellaneous work order items. Work also includes other Public Works operations including, but not limited to, water main break assistance, hauling, transfer station operations, cemetery maintenance and assisting with interments.

All candidates must possess a Class A, with air brakes Commercial Drivers License or be able to obtain one within six months of employment. A Class 2A hoisting license is required or candidates must be able to obtain a 2A hoisting license within 12 months of employment. Candidates must be qualified, through training and experience, in the operation of all types of automotive equipment. Basic mechanical knowledge and background in construction, as well as general Public Works maintenance is preferable. Job Title and Grade based on years relevant experience and licensure. Starting hourly pay range is \$23.75 to \$28.82 per hour based on years of relevant experience, licensure and Job Grade and Job Title.

Applications are available at <https://www.southboroughtown.com/town-administrator/pages/job-opportunities> and at the DPW Office. Applications will be accepted at the Southborough Department of Public Works office, 147 Cordaville Road, Southborough, MA 01772, Monday through Friday from 8:00am-3:00pm, or by e-mail to dpwoffice@southboroughma.com. Position open until filled.

The Town of Southborough is an equal opportunity employer.

EQUIPMENT OPERATOR I Highway – Grade 3

Reports to Highway Supervisor

Must be available during snow events for plowing and sanding

Must be available when on “stand-by” to respond to DPW emergencies

Licenses:

- CDL Class A w/Air Brakes
- Hydraulics License HE-2A = Crawler and Rubber Tired Excavators, Backhoes, and Loaders

Essential Functions:

- Perform Highway Division Crew’s day-to-day maintenance operations, occasionally working alone or supervising a sub-crew as directed, including, but not limited to:
 - Perform highway and/or transfer station projects
 - Paint stop lines and crosswalks
 - Perform street sweeping
 - Operate all types of small, hand, and licensed heavy equipment
- Perform Highway Division Crew’s reactionary work, occasionally working alone or supervising a sub-crew as directed, including, but not limited to:
 - Repair pot holes
 - Repair mail boxes and lawns
 - Remove and transport roadside trash
 - Repair & maintain storm water infrastructure
 - Prepare and set-up traffic control systems for planned events
 - Respond to and address traffic system failures
- Perform necessary work during emergency situations
- Assist other DPW divisions and town departments with their day-to-day, reactionary, and emergency work as directed

Preferred Qualifications:

- High School Diploma or equivalent
- 3-5 years experience in highway maintenance projects and the operation of heavy equipment of moderate complexity; including at least three years in a Highway Division; or equivalent combination of education and experience.
- Considerable knowledge of the mechanics and safe operation of utilized equipment.
- Demonstrates initiative, flexibility, attention to detail, and ability to multi-task and work independently with minimal supervision when necessary.
- Physically able to perform heavy manual labor including lifting equipment and supplies up to 70 pounds.

TRUCK DRIVER Highway – Grade 2

Reports to Highway Supervisor

Must be available during snow events for plowing and sanding

Must be available when on “stand-by” to respond to DPW emergencies

Licenses:

- CDL Class A w/ Air Brakes

Essential Functions:

- Under direct supervision, perform Highway Division Crew’s day-to-day maintenance operations, including, but not limited to:
 - Perform highway and/or transfer station projects
 - Paint stop lines and crosswalks
 - Operate all types of small and hand equipment
- Under direct supervision, perform Highway Division Crew’s reactionary work, including, but not limited to:
 - Repair pot holes
 - Repair mail boxes and lawns
 - Remove roadside trash
 - Repair & maintain storm water infrastructure
 - Prepare and set-up traffic control systems for planned events
 - Respond to and address traffic system failures
- Perform necessary work during emergency situations
- Assist other DPW divisions and town departments with their day-to-day, reactionary, and emergency work as directed

Preferred Qualifications:

- High School Diploma or equivalent
- 1-3 years experience in construction or labor projects and the operation of commercial vehicles; or equivalent combination of education and experience.
- Working knowledge of the mechanics and safe operation of utilized equipment.
- Demonstrates initiative, flexibility, attention to detail, and ability to multi-task and work independently with minimal supervision when necessary.
- Physically able to perform heavy manual labor including lifting equipment and supplies up to 70 pounds.