



TOWN OF BREWSTER, MA JOB DESCRIPTION

Title: Laborer	Classification: Union, SEIU
Department: DPW	Grade: 2
Reports to: DPW Foreman	FLSA Status: Non-Exempt
Effective Date: 6-21-22	

Summary

Position performs semi-skilled manual work in the operations and maintenance of the Public Works Department in the construction, maintenance and repair of projects undertaken by the Department of Public Works; performs all other related work as required.

Essential Functions

The essential functions or duties listed below are intended only as illustrations 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 the work is similar, related, or a logical assignment to the position.

Operates light machinery and performs routine maintenance of same.

Performs landscaping duties and upkeep of town facilities.

Responsible for snow shoveling, salting walkways and participates in snow plowing and sanding operations.

Tree trimming, catch basin cleaning, cold patching and general maintenance of roadways.

Use of all hand tools including but not limited to asphalt lutes, electric drills and hammers, jackhammers, brush cutters, chainsaws, shovels, rakes, ladders and lawnmowers etc.

Performs minor record keeping tasks.

Painting including sandblasting and spray-painting.

Normal preventative maintenance to tools.

General and specialized laborer tasks within the assigned division.

Follows safety procedures, OSHA standards.

Performs other similar or related duties, as required or as situation dictates.

Supervision

Supervision Scope: The work consists of routine or repetitive tasks and/or operations with few variations in well-known or established procedures.

Supervision Received: Works under the direction of the Foreman or Crew Leader and in accordance with all applicable town policies and procedures. Employee refers unusual policy concerns to supervisor.

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Supervision Given: None.

Recommended Minimum Qualifications

Education, Training and Experience

High school education or equivalent. 1 year experience in grounds or roadway maintenance preferred experience in operating power saws and power tools is helpful, or any equivalent combination of education, training and experience.

Special Requirements:

Valid Driver's License
OSHA Training
Power Saw Training

Knowledge: Knowledge of basic equipment usage, knowledge of basic maintenance and repairs, basic knowledge of the Public Works Department, basic knowledge of the surrounding environment.

Ability: Ability to perform heavy manual labor under varying conditions, ability to use heavy equipment effectively, ability to understand and follow oral and written directions, ability to collaborate with others, ability to communicate effectively, ability to establish and maintain effective working relationships with other employees, ability to recognize potentially dangerous situations.

Skills: Excellent general maintenance skills, skill in using various types of equipment and equipment maintenance, customer service and time-management skills, excellent verbal communication skills, ability to demonstrate creative problem solving. Skill in the use of the above mentioned equipment.

Job Environment

- Work is performed under varying field conditions, requires frequent strenuous physical activity, with exposure to various weather conditions, and the hazards associated with construction sites.
- Regularly operates motor vehicles and pickup trucks, and other equipment of moderate complexity for public works projects.
- Makes frequent contact with other staff and occasional contact with the general public.
- Employee does not have access to confidential department information.
- Errors could result in inadequate safety conditions, damage to equipment, bodily injury, and have adverse public relations.

Physical Requirements

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employee is regularly required exert strenuous physical activity and is required to walk, stand, sit, communicate, and hear; ability to handle, feel or operate objects, tools, or controls, and reach with hands and arms as in picking up heavy equipment and other common laboring tools. Frequently lifts/moves objects weighing up to 60 pounds and may occasionally lift 100 pounds. Vision and hearing at or correctable to normal ranges.

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.

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Pay Equity/Equal Opportunity/Americans with Disabilities Act Employer