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EMPLOYMENT OPPORTUNITY

FULL-TIME DRIVER/LABORER

The Town of Norton currently has two vacancies in the full-time (40 Hours/Week) Driver/Laborer position. Effective July 1, 2019, the salary range as per contract is \$18.56 - \$24.14. Job description is available at www.nortonma.org and at the Highway Department. Applications will be accepted until the positions are filled, but a review of applications will begin June 26, 2019. EOE.

Please mail cover letter, employment application, and resume to:

Keith Silver, Highway Superintendent
REF: DRIVER/LABORER
Norton Municipal Center
70 East Main Street
Norton, MA 02766

Post: Town Hall Bulletin Board (06/10/19)
Town Web Site (www.nortonma.org)

Publish: Sun Chronicle (06/11/19)

pc: Board of Selectmen
Town Clerk

POSITION DESCRIPTION
TOWN OF NORTON
HIGHWAY DEPARTMENT

JOB TITLE: Driver/Laborer

RATE OF PAY: \$18.56-\$24.14

HOURS OF WORK: 7 am – 3:30 pm (M-F) Overtime as required

SUPERVISOR: Highway Superintendent

BASIC FUNCTIONS:

1. Operates and provides basic and preventive maintenance services to road and off-road vehicles and special equipment owned by the Highway Dept.
2. Performs all duties as defined in the laborer's job description, on an as-needed basis. Mechanical knowledge and ability to work with limited supervision.
3. Overtime required for sanding, snow plowing, tree/brush cutting using various tools and/or equipment, which are job specific, dependent on current road, weather conditions, etc.

SPECIFIC DUTIES:

1. Operates and provides basic and preventive maintenance services to road and off-road vehicles and special equipment used by the Highway Department in accordance with the license he/she is required to possess.
2. Performs skilled manual tasks, on an as-needed basis.
3. Participates in snow removal operations as directed by the Highway Superintendent or Foreman.
4. Works under emergency conditions.

QUALIFICATIONS:

1. Possesses a high school diploma or GED equivalent.
2. Previous related work experience required.
3. Must obtain a Massachusetts Department of Public Safety Hoisting Engineer License with at least a 2B restriction within one year of employment.
4. Must obtain a CDL Class B within 2 years and air brake endorsement.