

CITY OF MARLBOROUGH

Marlborough, MA 01752

DEPARTMENT OF PUBLIC WORKS – FORESTRY, PARKS & CEMETERY DIVISION

SMEO/LABORER - PARKS

Posting Number:	AA#21-50	Date Posted:	October 21, 2021
Weekly Hours:	40 Hours/Week	FLSA:	Non-Exempt
Hiring Rate:	\$25.13/hr.	Bargaining Unit:	MPWEOA - Laborers
Step Rate:	\$ 25.13 – \$31.74/hr.	Location:	Various Locations

The City of Marlborough Department of Public Works is seeking to fill the full time (40 hours) position of SMEO/Laborer in the Forestry, Parks, Cemetery Division.

POSITION PURPOSE

The employee is responsible for the provision of skilled and un-skilled manual labor including but not limited to general maintenance of recreation areas, athletic fields, parks and playgrounds, carpentry, and masonry duties within the City's right of way, parks and other green spaces.

ESSENTIAL JOB FUNCTIONS

(The essential functions or duties listed below are intended only as illustrations of the various type 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.)

- Responsible for the maintenance and care of recreation areas, athletic fields, parks, city owned property and playgrounds, performs grounds maintenance duties, cleans debris, plants, seeds rakes, fertilizes and grades, cuts, waters and trims fields and park areas.
- Operate a wide variety of heavy and special heavy motorized construction and maintenance equipment.
- Performs minor mechanical repair of power mowers, weed trimmers, brush saws, etc., and other unregistered equipment, constructs and repairs chain link and other fences, benches, grandstands and playground equipment.
- Assist other DPW divisions and groups as well as other City departments throughout the year relating to spring and fall cleanups, maintenance of conservation's trail system, parade preparations and cleanup, as well as holiday preparation and cleanup.
- Operate a variety of mowers in grass cutting operations; operate trucks, tractors and trailers in grounds preparation and maintenance work.
- Performs the care and upkeep of City burial grounds including the opening and closing of graves.
- Performs laboring duties for skilled craftsman but not as a Helper or Apprentice nor for the purpose of learning the trade.
- Performs physical, manual labor using department equipment including but not limited to hand and power including but not limited to shovels, picks, axes, saws, heavy wrenches and small power tools.
- Greases, oils, cleans and performs other minor preventative maintenance on equipment including some servicing on the job for certain special equipment. May occasionally operate motor equipment of lower level of difficulty.
- Participates in snow and ice operations.
- Attends seminars and training programs to maintain required licenses or certifications and to keep aware of current safety operating practices and procedures.
- Performs related duties as required.
- Performs other duties as requested by the Assistant Commissioner of Operations, Commissioner of Public Works, Foreman or General Foreman.

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SUPERVISION RECEIVED

Under the general supervision of the General Foreman and the Assistant Commissioner of Operations, the employee is familiar with the work routine and uses initiative in carrying out recurring assignments independently with specific instruction. The supervisor provides additional, specific instruction for new, difficult or unusual assignments, including suggested work methods. The employee is expected to recognize instances which are out of the ordinary and which do not fall within existing instructions; the employee is then expected to seek advice and further instructions. Reviews and checks of the employee's work are applied to an extent sufficient to keep the supervisor aware of work progress and to ensure that completed work and methods used are technically accurate and that instructions are being followed.

ACCOUNTABILITY

The nature of the required work or the operation of potentially dangerous equipment increases the probability that the consequences of errors, missed deadlines or poor judgment may include significant waste of material, damage to buildings, equipment, and danger to public safety and/or personal injury. The employee is responsible to make every effort to avoid these consequences.

JOB ENVIRONMENT

The employee constantly performs work outdoors on a variety of public works projects. Employee is frequently exposed to equipment/machinery, noise, odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease, and risk of personal injury. Work is continually performed outdoors, regardless of weather conditions. Employee may be required to work beyond normal business hours at nights and/or on weekends in response to natural or man-made emergencies on a 24-hour basis, 365 days per year.

OCCUPATIONAL RISK

Essential functions regularly present potential risk of injury to the employee such as the improper exposure to extreme weather conditions or the operation of heavy equipment which could result in loss of time from work. The employee shall, at all times, utilize any special written instructions, safety precautions, training, or protective gear as required

EDUCATION AND EXPERIENCE

Must have a High School Diploma or equivalent, Experience in the operation of various pieces of construction or road equipment, the repair and maintenance of motorized equipment or any equivalent combination of experience and training.

SPECIAL REQUIREMENTS

A candidate for this position must have a valid Class B MA CDL and Hoisting License 2B. Pesticide applicators license preferred. Required to be available during snow and ice events. May be given 1 year to obtain the above licenses at the discretion of the City.

KNOWLEDGE, ABILITY, AND SKILLS

Knowledge: Working knowledge of trees and roadside vegetation, parks and green spaces, burial grounds and maintenance, equipment operating and maintenance procedures, and public works department operations. Knowledge of the streets system and geographic layout of the City.

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Abilities: Ability to understand and follow written and oral directions and adhere to safety precautions to perform duties in an efficient, safe manner often under adverse weather conditions.

Skills: Fine motor skill to operate department tools and equipment required to perform position duties including the operation of a tractor trailer for the safe transportation of materials and debris in a safe and efficient manner.

PHYSICAL, MOTOR AND VISUAL SKILLS

Physical Skills: Duties require frequent and extended periods of outside work, subject to all weather conditions and extremes; continuous walking, standing, climbing and frequent periods requiring uncomfortable physical positions; may work on damp or uneven surfaces; crouch, sit, stand, walk, bend, crawl, kneel, pull, reach, push, twist, climb ladders and sloping surfaces, grasp, drag, lift and carry items weighing up to 100 pounds; work above shoulder level with power and/or hand tools for sustained periods of time; may be exposed to dust, chemicals, solvents, paint grease/oil, fumes; electrical and mechanical hazards, vibration and noise, work with machinery; may require the exercise of caution when operating heavy equipment or handling chemicals or other toxic materials; mobility, vision, hearing, dexterity and use of hands and legs appropriate to the duties to be performed.

Motor Skills: Essential functions involve close hand and eye coordination and physical dexterity. In order to operate department equipment and trucks often under adverse weather and/or road conditions on a 24/7 basis. The manual skills required are comparable to those which might be needed to operate assigned department equipment and vehicles such as a tractor trailer, backhoe, hand and power equipment etc.

Visual Skills: Visual demands require the employee to frequently read documents for general understanding and analytical purposes. The employee is required to determine color differences.

Please forward cover letter and resume to:
hrjobs@marlborough-ma.gov

Position will remain open until filled.