

CITY OF MARLBOROUGH

Marlborough, MA 01752

DEPARTMENT OF PUBLIC WORKS

FORESTRY, PARKS & CEMETERY DIVISION

SMEO/LABORER – CEMETERY

Posting Number: AA#23-17	Date Posted: June 17, 2023
Weekly Hours: 40 hours/week	FLSA: Non-Exempt
Hiring Rate: \$25.1336/hour	Bargaining Unit: Laborers
Step Rate: \$25.1366 - \$31.7493/hour	Location: 135 Neil Street

The City of Marlborough Department of Public Works is seeking to fill the full time (40 hours) position of SMEO/Laborer - Cemetery in the Forestry, Parks, Cemetery Division. 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 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.
- Performs the care and upkeep of City burial grounds including the opening and closing of graves.
- Operate a wide variety of heavy and special heavy motorized construction and maintenance equipment, including a backhoe.
- 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 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 other duties as requested by the Assistant Commissioner of Operations, Commissioner of Public Works, Foreman or General Foreman.

Interested candidates should forward cover letter and resume to:

hrjobs@marlborough-ma.gov

Job Description: [SMEO/Laborer- Forestry, Parks & Cemetery - Cemetery](#)

Position will remain open until filled.