

Town of Provincetown, Massachusetts
GRADE 6 AFSCME UNION POSITION
DPW Transfer Station & Recycling Center Skilled Laborer Job Description

Definition:

Skilled manual work in the operation of Public Works Vehicles, property and equipment and in performing procedural and maintenance activities for all operations of the Transfer Station/Recycling Center.

Distinguishing Characteristics:

Works under direct supervision of department foreman or operations director; some assignments may be conducted under general supervision.

Performs routine duties that may occasionally be carried out independently but are subject to check during progress and upon completion for satisfactory performance.

Has frequent contact with the general public and other town employees and must conduct themselves in a professional manner at all times.

Errors could result in property damage, personal injury, danger to public safety and cause monetary loss to the town.

Frequent strenuous physical effort required in performing work under field conditions with unavoidable exposure to bad weather and a variety of hazardous conditions.

Examples of Work:

Operates trucks, balers, hopper, chipper, scales and other equipment of moderate complexity for all public works projects; hauls gravel, dirt and other materials; loads and unloads materials; performs manual labor incidental to the work of operating assigned equipment; services and maintains equipment.

Uses hopper to crush trash, cuts grass at Transfer Station, collects wind-blown litter/trash; performs preventive maintenance on all equipment including changing oil, greasing and monitoring fluid levels; explains fees, recycling procedures, trash procedures, brush procedures per Board of Health Rules & Regulations to public; sells and collects stickers, coupons, checks and cash for scale system.

May perform duties of other DPW Skilled Laborers as necessary or assigned.

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RECOMMENDED MINIMUM QUALIFICATIONS:

Education and Experience:

High School graduate, GED or equivalent; one to two years of experience in public works procedural and maintenance activities; or any equivalent of education and experience.

Knowledge, Ability and Skill:

Working knowledge of public works equipment, operation and procedures. Working knowledge of construction and maintenance procedures, the capability to perform heavy manual labor, under varying weather and other conditions. The ability to obtain a Massachusetts Class B motor vehicle license with six (6) months of employment and a Massachusetts hydraulics operators license within one (1) year of employment, or as testing allows.