

JOB POSTING
TOWN OF PRINCETON

The Town of Princeton is accepting applications for the full-time position of **HEAVY EQUIPMENT OPERATOR**. This position has an hourly rate range between \$17.37 to \$22.92 per hour, DOQ. Min. qualifications include: high school diploma or GED, Mass. CDL Class B driver's license, Hoisting Engineer License or ability to obtain hoisting license w/in 1 year, one to two years' experience in construction maintenance, landscaping or related field and in all aspects of snow removal. Snow and ice overtime required. May be required to work nights and/or weekends. See attached for a full job description. Cover letter, resume, and application form to the Town Administrator by email at townadministrator@town.princeton.ma.us by 12:00 PM on Thurs., October 4th for full consideration. Position open until filled. The Town of Princeton is an Equal Opportunity Employer.

Position Title:	Heavy Equipment Operator	Grade Level:	Level D
Department	Highway	Date:	Nov. 2017
Reports to:	Highway Superintendent and General Foreman	FLSA Status	Non-Exempt

DEFINITION

Perform a variety of heavy equipment operator duties, along with skilled and unskilled labor in support of the highway department.

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.

- May supervise work of laborers and others in a variety of functions
- Operate machinery
- Mowing and trimming
- Perform road construction duties
- Perform pothole repair duties
- Operate street sweeper
- Perform Fall and Spring clean-up duties
- Maintain logs of work planned and completed
- Perform snow removal activities such as plowing, shoveling, sanding
- Perform general maintenance duties of equipment
- Perform a variety of related duties as required.

SUPERVISION RECEIVED

Under general supervision. The employee is familiar with the work routine and uses initiative in carrying out recurring assignments independently. The supervisor provides additional, specific instruction for new, difficult or unusual assignments, including suggested work methods. The employee refers unusual situations to the supervisor for advice and further instructions.

JUDGMENT

The work involves numerous standardized practices, procedures, or general instructions that govern the work and in some cases may require additional interpretation. Judgment is needed to locate, select and apply the most pertinent practice, procedure, regulation or guideline.

COMPLEXITY

The work consists of a variety of duties which generally follow standardized practices, procedures, regulations or guidelines. The sequence of work and/or the procedures followed vary according to the nature of the transaction and/or the information involved, or sought, in a particular situation.

NATURE AND PURPOSE OF CONTACTS

Relationships are primarily with co-workers incidental to the purpose of the work and involve giving and receiving factual information about the work. Ordinary courtesy and tact are required. Contacts with the public may be required on an occasional basis.

EDUCATION AND EXPERIENCE

High School diploma or equivalent and one to two years of experience in construction, maintenance, landscaping or related field and all aspects of snow removal; or any equivalent combination of education and experience.

Required licenses: CDL Class B, Hoisting License

KNOWLEDGE, ABILITY, AND SKILLS

Knowledge of the methods, materials and equipment used in road construction, heavy equipment, streets and grounds and maintenance work.

Ability to operate and perform minor servicing on equipment. Ability to deal effectively with the general public. The ability to establish and maintain effective working relationships with other employees.

Manual and mechanical skills. Skills in troubleshooting machinery and equipment.

WORK ENVIRONMENT

The nature of duties may involve continuous presence of unpleasant or irritating elements, such as considerable noise, odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease. Work may be continually performed outdoors, regardless of weather conditions.

PHYSICAL, MOTOR, AND VISUAL SKILLS

Physical Skills

Work requires moderate intermittent physical strength and effort daily, such as lifting heavy objects, carrying the object(s) and stacking them or moving them. In addition, pulling, pushing, standing or walking for the full work day may also be involved. A great deal of physical effort must be exerted at this level.

Motor Skills

Duties may involve assignments requiring application of hand and eye coordination with finger dexterity and motor coordination.

Visual Skills

Visual demands require routinely reading documents for general understanding and analytical purposes.