

HIGHWAY DEPARTMENT
TRUCK DRIVER
Grade 9

JOB DESCRIPTION:

Perform diversified truck and light equipment operating duties on assigned shift in the Highway Department to operate trucks and other equipment, and to assist in loading and unloading, working under assigned Foreperson, following standard operating procedures.

Must have a valid MA CDL Class B license with a valid DOT medical card.

Operate such equipment as the, trucks, street sweepers, snow and ice equipment as required, according to assigned projects.

Perform duties such as excavation work, transportation of personnel and equipment, trench work, general and main line construction, hydrants, paving, road repair, street cleaning, snow and ice removal as directed. Operate above equipment and perform duties as directed by Foreperson and/or Highway Surveyor. Keep self on regular on-call assignments for emergency duties and snow and ice removal situations and perform prescribed activities to remedy the same.

Responsible for appearance of vehicle and equipment; make varied repairs, and check lubrication, gas, oil, water, tires, battery, etc.

Maintain necessary records, logs, forms as indicated. Move materials as necessary in the performance of duties as directed. Detect and report improper operation, faulty equipment, defective materials and unusual conditions to appropriate supervisor. Maintain work area and equipment in clean, safe and orderly condition. Follow prescribed safety rules and regulations at all times. Maintain quality standards.

Perform other related duties as required or directed.

FACTORS

KNOWLEDGE, SKILLS AND ABILITIES

General knowledge of motor equipment maintenance and repair.

Ability to communicate with others, both orally and in writing.

Ability to operate light equipment, power equipment and hand tools properly and safely.

EXPERIENCE:

An employee coming to this position should have at least three years experience in public works construction and maintenance.

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SUPERVISORY CONTROLS:

This employee works under the general supervision of the Foreperson/Highway Surveyor, who issues daily and weekly orders on work to be done, including an indication of targeted completion dates.

COMPLEXITY:

The work consists of a range of assignments, from those requiring the skills of a laborer to those requiring the skills of a light equipment operator.

NATURE AND PURPOSE OF PERSONAL CONTACTS:

This position has daily contact with some department employees for the purpose of completing work to be done.

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

The work environment varies from work inside the Town buildings, repair and maintenance of tools and equipment, to work in the field. There is likely to be danger involved due to excavated sites, and this position is subject to emergency calls.

SUPERVISION AND MANAGEMENT EXERCISED:

This position is responsible for the supervision of employees of a lower skill level in the absence of the Foreperson/Highway Surveyor and for assuring that work is completed in an acceptable and timely manner.