
TOWN OF MARBLEHEAD
NOTICE OF JOB VACANCY

11.20.2023

Date Posted

APPLICATIONS WILL BE ACCEPTED FOR 5 WORKING DAYS

Opening 1:

Heavy Equipment Operator (HEO)

Position Title

3

Grade

\$959.54 - \$1,170.64

Salary

37.5

Regular Working Hours

AMY MCHUGH

Department Head

Responsibilities (Brief Job Description):

DEPARTMENT OF PUBLIC WORKS

*****SEE ATTACHMENT*****

MUST BE AVAILABLE FOR EMERGENCY AND SNOW REMOVAL AS REQUIRED

Interested candidates are invited to submit a resume or application for employment to the Department Head listed above. Applications for employment are available at the Selectmen's Office.

All applications will be considered without regard to age, race, religion, color, sex, physical or mental disability, or national origin.

This memo posted by:

AMY MCHUGH

Name

DIRECTOR OF PUBLIC WORKS

Title

TOWN OF MARBLEHEAD
JOB DESCRIPTION

Title: Heavy Equipment Operator
Supervisor: Heavy Equipment Operator – Working Foreman
Dept.: Public Works Department
Grade: MMEU Grade 3

Number: MBL-72

Date: August 24, 2021
(Approved 11/10/2021)

Summary:

Operates wide variety of special heavy construction equipment and performs a variety of manual tasks in connection with such operations; operates light-medium and heavy automotive equipment as directed; performs related work as required.

Supervision:

Works under the direct supervision of a Working Foreman or other employee of a higher grade who assigns duties and inspects work for conformance with instructions.

Essential Duties and Responsibilities:

Include the following; other duties may be assigned.

- Operates heavy equipment: backhoe, front-end loader, grader, roller, leaf machine, street sweeper, compressor, trucks, snow plows, sanders and any other equipment as assigned for construction, maintenance and emergency work.
- Assists in the construction, repair and maintenance of highways, catch basins and other Town property by operating power equipment in the performance of such functions as excavating, grading, rolling, plowing, sanding, sweeping roads and pumping water.
- Assists in the preparation of trucks and sanders and related equipment for storms.
- Must be available for snow removal, sanding, emergency and public safety work as needed. This may include working on holidays and after regular working hours.
- Performs other work as assigned by the Director of Public Works including, but not limited to, pothole repair, roadside trimming and grass cutting, motor vehicle accident clean-up, fence and wall repair, sign repair.

Qualifications:

- Proficient in the operation of heavy motor equipment under all types of weather conditions.
- Ability to understand and follow oral and written instructions.
- Practical knowledge of traffic and safety rules and accident prevention practices.
- Ability to make minor repairs and adjust heavy equipment.
- Dependability.
- Considerable experience in the operation of heavy automotive equipment and completion of a standard grade school course; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.
- Experience in general road and drain construction
- Possession of a valid Commercial Driver's License issued by the State of Massachusetts.
- Possession of a valid Hydraulic Machinery License issued by the State of Massachusetts.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Physical effort generally required. Ability to lift or move items weighing more than 50 pounds. While performing the duties of this job, the employee is frequently required to stand, walk, sit, climb and talk or hear. The employee is required to use hands and fingers to handle, or feel objects, reach with hands and arms, climb, balance, and stoop. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment varies from moderate to high. Exposure to extreme environmental conditions such as sun, wind, dust, heat, cold, rain and snow.