

The town of Merrimac is looking to hire a full-time (40hours/week) Sewer
Department Laborer.

The rate of pay is \$23.61/hour.

Full description available on the town's
website: www.townofmerrimac.com/employment-opportunities.

Send completed resumes and application to Chris Perkins at
CPerkins@townofmerrimac.com.

SEWER LABORER

Position Purpose:

The purpose of this position is to perform skilled manual and technical work in connection with sewer system construction and maintenance programs. Installs, repairs and maintains sewer lines, services and related structures; performs all other related work as required.

Supervision:

Supervision Scope: Performs responsible functions in accordance with established procedures and techniques, requiring some independent judgment in evaluating problem conditions and in determining repair methods.

Supervision Received: Works under the general supervision of the Superintendent.

Supervision Given: None

Job Environment:

Work is performed in all weather conditions with exposure to hazards associated with chemicals, trenches, construction sites, extreme weather conditions and equipment operation; work environment can be very noisy. Frequent exposure to wastewater, septage, bio-solids. Regularly works in confined spaces.

Operates hand tools including pick and shovel; operates power tools including drills, pipe cutter, pipe locator, leak locator, mechanical rodder, and tapping machine; operates light and heavy motorized vehicles such as truck and hydraulic jetter, front-end loader, and backhoe. Operates all other related equipment in construction and maintenance projects.

Makes frequent routine contacts with the general public requiring courtesy in responding to complaints and in reading and repairing meters; makes periodic contacts with other town departments, and utilities to cooperate on public works related activities.

Errors could result in inadequate service delivery, damage to equipment and facilities, and potential danger to public health; errors may be costly to correct.

Essential Functions:

(The essential functions or duties listed below are intended only as illustrations of the various types 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.)

Works with field crews and participates in the construction, repair and maintenance of town sewer lines and services; installs service lines, hydrants, valves, and pumps; excavates trenches and backfills excavations; repairs related structures.

Operates tapping machine, backhoe, front-end loader, sewer rodding and sewer jet equipment and hand operating equipment and power tools. Marks locations of underground sewer lines in

conformance with Dig Safe regulations. Prepares rough sketches of work performed and submits to supervisor.

Installs sewer mains and services; may rod and clean segments of a sanitary sewer which may not be accessible to the vehicle which cleans by flushing the sewer under hydraulic pressure.

Responds to routine customer inquiries and requests related to installation and repair activities.

Responds to after hour sewer and snow emergencies to assist in emergency sewer system repairs and to operate snow plowing/removal equipment.

Installs and repairs meters; investigates readings for possible error, equipment failure, or customer facilities malfunction; conducts check for water main leaks for residents in response to their requests.

May assist in maintaining sewer pumping stations and in taking/recording station readings.

Performs basic tool and equipment maintenance.

Performs all duties in accordance with applicable safety regulations.

Undertakes special projects and assignments; performs similar or related work as required, directed or as situation dictates.

Recommended Minimum Qualifications

Education, Training and Experience:

High school diploma or equivalency; two-three years experience in municipal water and sewer system operations; or any equivalent combination of education and experience.

Special Requirements:

Hoisting Engineer's License Recommended

Knowledge, Ability and Skill:

Knowledge: General knowledge of the principles, procedures and techniques of sewer system operations. Working knowledge of the construction, and procedures for underground structures in the Town's sewage collection. Working knowledge of State regulations affecting system operations. General knowledge of related work assignments in the labor force of a department of public works. Familiarity with the Town's geography.

Ability: Strong mechanical abilities. Ability to respond to inquiries and complaints with discretion and tact. Ability to work calmly and effectively under emergency conditions. Ability to work with schematic maps and maintain service records.

Skill: Skill in operating heavy motorized equipment near underground utility lines. Skill in all of the above tools and equipment. Good customer service skills.

Physical Requirements:

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.

Work requires constant heavy and strenuous physical effort. The incumbent must have the physical ability to use hand and power tools, and to operate heavy construction and maintenance equipment for long periods of time during all types of weather conditions. This position requires the physical ability to frequently lift heavy materials in excess of 100 pounds, utilizing proper body mechanics and techniques. Physical agility to access all areas at a construction site. Work may involve recurring applications of considerable physical effort, such as lifting, jumping, and occasional awkward positions. Continuous walking, standing, climbing, frequent periods requiring sustained uncomfortable physical positions; works in cramped quarters.

(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)

APPLICATION FOR EMPLOYMENT

Town of Merrimac
4 School Street
Merrimac, MA 01860
978-346-8862



We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

(PLEASE PRINT)

Position(s) Applied For	Date of Application
-------------------------	---------------------

How Did You Learn About Us?

<input type="checkbox"/> Advertisement <i>Publication Name/Date</i> _____	<input type="checkbox"/> Friend	<input type="checkbox"/> Inquiry	<input type="checkbox"/> Referral <i>Employee Name</i> _____
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Relative	<input type="checkbox"/> Other _____	

Last Name	First Name	Middle Name
-----------	------------	-------------

Address	Number	Street	City	State	Zip Code
---------	--------	--------	------	-------	----------

Telephone Number(s)	Electronic Mail Address	Social Security Number
---------------------	-------------------------	------------------------

Best time to contact you at home is: _____: _____ AM / PM

If you are under 18 years of age, can you provide required proof of eligibility to work? Yes No

Have you ever filed an application with us before? Yes No

If Yes, give date ____ / ____ / ____

Have you ever been employed with us before? Yes No

If Yes, give date ____ / ____ / ____

Do any of your friends or relatives, other than spouse, work here? Yes No

If Yes, stated name, relationship and location _____

Are you currently employed? Yes No

May we contact you present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No

Proof of citizenship or immigration status will be required upon employment.

Date available for work ____ / ____ / ____ What is your desired salary range? _____

Are you available to work: Full Time
 Part Time (Please indicate Mornings Afternoon Evenings)
 Temporary (Please indicate dates available ____ / ____ thru ____ / ____)

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if a job requires it? Yes No

Applicants for positions which require daily use of company vehicles must provide a current Department of Motor Vehicles driving record upon application for employment. Bowers & Associates, Ltd. will reimburse the applicant for the associated cost. A copy of your valid drivers license must be attached for field survey positions.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EDUCATION

School	Name and Address of School	Course of Study	Years Completed	Diploma/ Degree
High School				
Undergraduate College				<i>(attached copy of school transcript required)</i>
Graduate/ Professional				<i>(attached copy of school transcript required)</i>
Other (Specify)				

WORK EXPERIENCE

Start with you present or lost job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer	Dates Employed		Work Performed
	From	To	
Address			
Telephone Number(s)	Hourly Rate/ Salary		
Starting/Present Job Title	Starting	Final	
Supervisor			
Reason for Leaving			May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Employer ¹	Dates Employed		Work Performed
	From	To	
Address			
Telephone Number(s)	Hourly Rate/ Salary		
Starting/Present Job Title	Starting	Final	
Supervisor			
Reason for Leaving			May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Employer	Dates Employed		Work Performed
	From	To	
Address			
Telephone Number(s)	Hourly Rate/ Salary		
Starting/Present Job Title	Starting	Final	
Supervisor			
Reason for Leaving			May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Employer	Dates Employed		Work Performed
	From	To	
Address			
Telephone Number(s)	Hourly Rate/ Salary		
Starting/Present Job Title	Starting	Final	
Supervisor			
Reason for Leaving			May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No

Comments: Include explanation of any gaps in employment.

Describe any specialized training, apprenticeship, skills and extra circular activities.

Describe any job-related training received in the United States Military.

List professional, trade, business or civic activities and offices held.

You may exclude membership which reveal gender, race, religion, national origin, age, ancestry, disability or other product status.

ADDITIONAL INFORMATION

Other Qualifications: Summarize special job-related skills and qualifications acquired from employment or other experience.

SPECIALIZED SKILLS (Skills/ Equipment Operated)

GENERAL / ADMINISTRATIVE

- Terminal
- PC/ MAC
- Copier
- Facsimile
- Scanner
- Spreadsheets
- Word Processing
- Typing [WPM _____]

ENGINEERING / SURVEYING

- Plotter
- Total Station
- Level
- Data Collector

OTHER (list)

State any additional information you feel may be helpful to us in considering your application.

Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? A review of the activities involved in such a job or occupation has been given. Yes No

PERSONAL/ PROFESSIONAL REFERENCES Do not include family members or past supervisors.

Name	Phone Number	Best Time to Call	Occupation
1.			
2.			
3.			

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed forty-five days. Any application wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Employer.

Signature of Applicant

Date

Please note that Applications for Employment received from potential employees via electronic mail must be authorized with an original signature during the interview process.

This Application for Employment is sold for general use throughout the United States. Amsterdam Printing and Litho assumes no responsibility for the use of said form or any questions which, when asked by the employer of the job applicant, may violate State and/or Federal Law.

Re-order Form #31613 for plain forms and #31623 for imprinted forms.
© Copyright 1998 Amsterdam Printing and Litho · Amsterdam, NY 12010 · To re-order Call 1-800-833-6231

Rev 01/26/2001

AMSTERDAM