



Haverhill

Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Denise McClanahan, HR Director – dmcclanahan@cityofhaverhill.com

Sheila Pelczar, HR Technician – spelczar@cityofhaverhill.com

JULY 12, 2017

**JOB # 2017-022
ROOM 306
HUMAN RESOURCES**

**PLEASE POST
ANTICIPATED OPENING**

**POSITION: MOTOR EQUIPMENT OPERATOR-LHS/LABORER
Public Works-Highway/Park Division (Civil Service position)**

**HOURS OF WORK: Monday – Friday 7:00 a.m. – 3:00 p.m.
Full-Time/40 hours per week**

**SALARY: \$17.03 - \$20.31 per hour
(According to contractual salary schedule)**

GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES:

Operates trucks with a rated capacity of more than 3 tons and up through 9 tons, large tractors and equipment such as dump trucks, leaf loaders, snow fighters, sidewalk rollers, and sidewalk plows.


Load and unload trucks, pick up and haul material, plow and sand highways, grease, oil and clean equipment. May occasionally operate equipment operated by a Motor Equipment Operator or perform manual labor duties.

Change tires and batteries; service and make minor adjustments to equipment. Works under the supervision of the Superintendent of Highways and/or his/her agent(s).

The duties listed above 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.

QUALIFICATIONS:

Two years' experience as a semi-skilled worker in a municipal street and/or water/sewer department and completion of a standard grade school course; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities. Possession of the proper class of current and valid Massachusetts Motor Vehicle Operator's license/Commercial Driver's License (CDL) I/II issued by the Registry of Motor Vehicles. Must pass pre-employment physical.

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This position requires Drug and Alcohol testing in compliance with the Department of Transportation regulations and the City of Haverhill's Drug and Alcohol policy.

PHYSICAL REQUIREMENTS:

Frequent strenuous physical effort required; ability to lift and carry on a frequent and continuous basis, weights of 50 to 75 pounds. Required to bend, kneel, reach and squat frequently throughout a work shift. Frequent movement in and out of equipment and vehicles.

Ability to use and wear personal protective equipment and clothing such as hearing protection, eye protection, foot and hand protection, and respiratory protection. While performing the duties of the job, the employee regularly works in outside weather conditions. The employee can be frequently exposed to wet, hot/cold and/or humid conditions. Attendance is required.

Applicants will be required to undergo a background check including CORI screening prior to appointment.

CLOSING DATE:

MONDAY, JULY 24, 2017

SUBMIT COVER LETTER, RESUME AND APPLICATION TO:

**Denise McClanahan, Human Resources Director
City of Haverhill
4 Summer Street Room 306
Haverhill, MA 01830**

The City of Haverhill is an Equal Opportunity/Affirmative Action Employer."

APPLICATION IS AVAILABLE ONLINE AT:

http://www.haverhillma.gov/departments/human_resources/job_opportunities.php

Application can be saved and sent as attachment when applying online. Email should be sent to hrd@cityofhaverhill.com. PLEASE REFERENCE JOB # 2017-022 WHEN APPLYING ONLINE.