



**Town of Stoneham**  
Department of Public Works  
**Job Description**

Position Title:	<b>Laborer I &amp; II</b>
Supervision:	Reports to the Foreman or the assigned Supervisor
Scheduled Hours:	40 hours per week
Union Affiliation:	Stoneham Public Works Laborers Union, AFSCME Council 93, AFL-CIO
Grade:	Laborer 1 (Grade 38)

**General Statement of Duties:**

Performs a wide range of manual tasks, under supervision, which require generalized training and experience involving the use of hand tools and certain motorized tools and equipment. Performs all other related work as required.

**Supervision:**

Works under direct supervision of the foreman or the assigned supervisor.

Performs a variety of routine and repetitive tasks following clearly prescribed procedures, with work checked in progress and upon completion.

**Job Environment:**

Work is performed under varying field conditions, with exposure to variable weather conditions, including snow and ice.

May operate a variety of light trucks; may operate compactors, snow blowers, lawn mowers; also operates a variety of hand and power tools and equipment; equipment used is of moderate complexity for all projects.

Makes frequent contact with other town employees when working on projects; contacts with the general public involve courtesy when describing routine or established procedures.

**Essential Functions:**

Laborers may perform some or all of the following General Functions, as well as the functions specific to the areas to which they are assigned:

**General Functions:**

- Removes snow and ice from walks, driveways and work areas and spreads sand and chemicals to control icing, with the use of such tools as shovels, ice shippers, and hand-operated motorized snow blowers; assists with snow plowing and sanding operations.
- Mows grass; trims shrubs; rakes and seeds; performs minor maintenance on power tools used; removes leaves, brush and cuts grass on town property with the aid of such tools as rakes, pruning shears, hand mowers, and motorized grass cutters, leaf blowers and shredders and chain saws. Sweeps walks, driveways and work areas, and gathers debris for disposal; cleans and assists in maintaining town facilities including the cleaning of the bathrooms and other janitorial duties.
- Assists with all public works projects including building and repairing streets, installing and repairing culverts, cleaning catch basins, drainage lines, sweeping streets, trimming brush along highways, and removing refuse; may assist with tree work; makes, repairs and paints street signs and poles.
- Assists with excavation work; digs, shovels, moves, back fills, and grades earthen materials (such as soil, sand and stone), paving and street edging materials (such as asphalt, cement and granite, with the use of

such tools as picks, shovels, jack-hammer, and wheel barrow. Assists with maintenance of sewer pumping stations as needed.

- Lifts, carries and assists in the disconnection, connection or installation of construction materials such as pipes, cables, or wooden and metal structures with the aid of such hand tools as hammers, clamps, chisels and crowbars.
- Assists at the compost site: assists and directs the general public where to unload brush, grass and leaves. Clean area and load dumpsters.
- Cleans and maintains Department of Public Works equipment including minor painting.
- Performs routine inspections and preventive maintenance on assigned power tools, refers needed repairs to supervisor, and cleans tools and equipment.
- Performs similar or related work as required or as situation dictates.
- Performs all functions required for the interment process.

**Recommended Minimum Qualifications:**

**Education and Experience:**

High School diploma or equivalency; any equivalent combination of education and experience.

**Knowledge, Ability and Skill:**

- Working knowledge of the hazards and safety precautions involved in the work performed.
- Some knowledge of the practices, materials, tools, and equipment commonly used in the construction, repair, and maintenance of roads and sidewalks.
- Ability to understand and follow oral instructions. Ability to operate power hand tools such as power lawn mowers, tampers, jackhammers, chain saws and similar equipment.
- Massachusetts Vehicle Operator's License is required.
- A Class B, **C.D.L.** with Air Brake endorsement **is required** for a Laborer I.

**Physical Requirements:**

- Constant moderate physical effort generally required in performing work in the field.
- Frequently required to lift heavy materials in excess of 50 pounds while working in adverse weather conditions.
- Eyesight and hearing at or correctable to "normal ranges."
- Work may involve recurring applications of considerable physical effort, such as lifting, jumping, and occasional awkward positions.
- Carries heavy materials such as sand, stone, and tools.
- Drives vehicles and trucks for extended periods of time.

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***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.***

**Printed: September, 2016**

**Stoneham Public Works Laborer's Union**