

Sunapee Water & Sewer Department
Full Time Employment Position
Water/Wastewater Laborer
POSTING DATE: November 1, 2019

The Sunapee Water & Sewer Department is seeking a full-time Laborer.

Requirements:

- Have a high school diploma or equivalent
- Possess a valid driver's license
- Be self-motivated and safety conscious

Job duties include but are not limited to:

- The operation of light duty trucks and equipment for maintenance of structures, grounds and for various water and sewer projects.
- Operation of hand and power tools necessary for maintaining water and sewer structures, grounds and for performing various water and sewer projects.
- Perform connection, disconnection and maintenance on water lines, sewer lines and hydrants.
- Remove dirt, debris, snow and ice from access roads, walkways and other areas at department facilities.
- Be available for emergencies or additional work and/or overtime as required.

Successful candidates must be team players, possess communication skills necessary to maintain effective relations with the public, contractors, co-workers and town, federal and state officials.

The Sunapee Water & Sewer Department offers a competitive benefit package.

The Sunapee Water & Sewer Department is an equal opportunity employer.

TO APPLY: Submit a completed job application to

Town of Sunapee Water and Sewer Department, Attn: David Bailey-Superintendent, P.O. Box 347, Sunapee,
NH 03782.

If you have any questions please call (603)763-2115.

Town of Sunapee, NH

POSITION: Water and Sewer Laborer

DEPARTMENT: Buildings & Grounds

TYPE: Full Time

FLSA STATUS: Non-Exempt

REPORTS TO: W & S Assistant Superintendent

LABOR GRADE: 5

DATE: March 2018

GENERAL SUMMARY

This position performs work in the repair and maintenance of water and sewer department equipment, grounds and facilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Perform maintenance as assigned of equipment used by the water and sewer department.
- Performs grounds maintenance as assigned at water and sewer facilities.
- Performs maintenance such as painting, and light carpentry at water and sewer department buildings as assigned.
- Monitor performance of mowing equipment and components. If needed alert Assistant Superintendent or Superintendent to equipment problems or safety hazards.
- Maintain effective relations with the public, contractors and co-workers.
- Familiar with and executes safe work procedures associated with assigned work.
- Notify appropriate personnel when emergency or unusual situations occur.
- Available for emergencies, or additional work and/or overtime as requested.
- Perform other duties as assigned.

PERSONAL CONTACTS

Contacts are typically with co-workers, Department heads, Town residents, contractors, and the public.

REQUIRED MINIMUM QUALIFICATIONS

Education and Experience

- High School diploma or G.E.D.
- A current State of New Hampshire driver's license.
- Experience operating light maintenance equipment.

LICENSING AND CERTIFICATION

Valid State of New Hampshire's driver's license

TOOLS AND EQUIPMENT USED

Light duty commercial vehicles, gas and diesel powered equipment including but not limited to hedge trimmers, chain saw, weed whacker, and mowing equipment.

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.

While performing the duties of this job, the employee is frequently required to stand, walk, and sit for short periods of time; use hands and fingers, handle, feel or grasp; reach and grasp. Employee must occasionally lift, carry, and move up to 50 pounds, occasionally reach above and below shoulder height, and occasionally required to push and /or pull. Other physical demands include occasionally twisting, bending, crawling, squatting, kneeling, crouching, climbing and balancing.

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. Work is primarily performed in, around and on buildings and their associated grounds.

WORK SCHEDULE

The general work schedule is Monday through Friday, 7:00 a.m. through 3:30 p.m., these hours may be modified to meet the needs of the department as determined necessary by the Water & Sewer Superintendent or Assistant Superintendent.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.