

**Town of Tilton**

**Job Description: Laborer – Light Equipment Operator; Full Time, Hourly  
August 5, 2016**

**LABORER/LIGHT EQUIPMENT OPERATOR – HIGHWAY DEPARTMENT**

**JOB SUMMARY**

Performs a variety of routine manual laboring duties involving the construction, repairing, cleaning and maintaining of town roads, drainage systems, cemeteries, parks and other facilities utilizing hand tools, power tools, mowers or other equipment.

**SUPERVISION RECEIVED**

Works under the direct supervision of the Public Works Director or his designee, who assigns work, reviews work in progress and/or at completion provides instructions as necessary. Duties are performed according to established and specified procedures.

**PRIMARY DUTIES**

Cuts grass, weeds and brush, rakes and packs leaves and debris; clears culverts and drains, roads and ditches.

Shovels snow and spreads sand or salt on sidewalks, parking lots, steps;

Loads and unloads heavy materials from trucks; stacks materials in storage areas or at work site; moves sand, dirt, trash, stone, etc. with wheelbarrow.

Performs general heavy laboring duties in assisting skilled and semi-skilled workers to lay curbstone, remove trees, pour concrete, lay asphalt, patch streets, and maintain park facilities, etc.

May be required to operate up to 1 ton pick up truck during routine maintenance.

Operates power tools such as chain saws, power lawn mowers, hydraulic lifts and other power equipment used to maintain public highways.

Other duties include processing material at recycling center; performing custodial duties; mowing and cleaning Town cemeteries, etc; picking up parts and materials for highway department; acting as a flagger (*if certified*) on projects when needed; helping with the maintenance on all municipal building, i.e. washing windows, painting, cleaning, making minor repairs, etc.

**Town of Tilton**

**Job Description: Laborer – Light Equipment Operator; Full Time, Hourly  
August 5, 2016**

Operates truck, backhoe, front-end loader, sidewalk plow, and other town vehicles.

Performs other duties as required.

### **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED**

Ability to read, write and speak English. Knowledge of and/or ability to use simple hand tools and power tools; ability to perform simple and routine manual labor; ability to perform prolonged heavy physical labor under adverse weather conditions; ability to perform a variety of manual tasks or to perform one routine job for prolonged periods; ability to understand and follow oral instructions, ability to establish harmonious working relationships with fellow employees.

Knowledge of functions, operating methods, maintenance and care required of equipment use in public works projects. Knowledge of work hazards, safety practices and traffic laws relating to equipment operations.

### **MINIMUM QUALIFICATIONS REQUIRED**

Ability to read, write and speak English. Possession of a high school diploma or equivalent and six (6) months experience in the operation of power tools and familiarity with equipment used in maintenance of public roads, or experience which demonstrates the possession of the required knowledge, skills and abilities. Willingness to be on call and the ability to work outdoors under extreme weather conditions. Physical ability to perform the required tasks. Must have a valid NH driver's license to operate town owned vehicles; and a medical card if operating a 1-ton vehicle. Must meet Federal and Department of Transportation requirements for a CDL Class B license if operating a motor vehicle of greater than GVWR of 26, 001 or more pounds. Physical examination and background check are a condition of employment. Must be certified for recycling operations.

### **PHYSICAL EXERTION/ENVIRONMENTAL CONDITIONS**

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.

The work requires some physical exertion such as long periods of sitting; standing; walking over rough, uneven, or rocky surfaces; recurring bending, crouching, stooping,

Town of Tilton

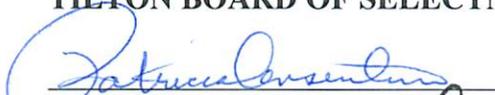
Job Description: Laborer – Light Equipment Operator; Full Time, Hourly

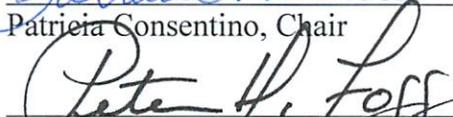
August 5, 2016

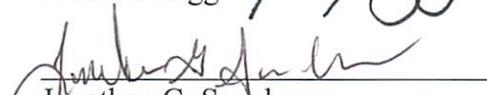
stretching, reaching or similar activities; recurring lifting of moderately heavy items such as equipment and record boxes. The work may require specific, but common, physical characteristics and abilities such as above-average agility and dexterity.

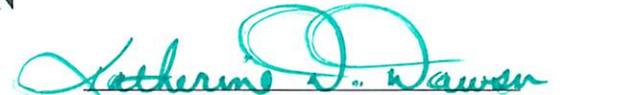
The work involves moderate risks or discomforts that require special safety precautions (e.g., working around moving parts or machines, heavy equipment, or irritant chemicals; etc.). Employees may be required to use protective clothing or gear such as masks, gowns, coats, boots, goggles, gloves or shields. Regularly required to work outdoors under extreme weather conditions for extended hours.

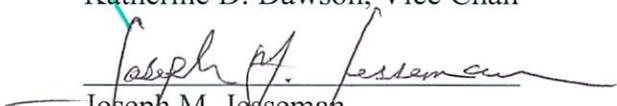
**TILTON BOARD OF SELECTMEN**

  
Patricia Consentino, Chair

  
Peter H. Fogg

  
Jonathan G. Scanlon

  
Katherine D. Dawson, Vice Chair

  
Joseph M. Jesseman

8/11/16  
Date