



Town of New Milford
Personnel Department
10 Main Street, New Milford, CT 06776
Telephone (860)-355-6089 – Fax (860)-355-6031

Town of New Milford

JOB CLASSIFICATION DESCRIPTION

Job Title: Laborer

Teamsters Grade II 40 Hrs. /Wk.

Job Summary:

Operate light equipment, dump truck, variety of hand tools and power equipment to maintain/construct roadways, storm drainage systems, sanitary sewers and Town property under the direction of the Public Works Superintendent, Foreman, Assistant Foreman, Crew Leaders or Equipment Operator. Must be available to respond to snow and other emergency call in's outside of the regular work schedule.

SUPERVISION RECEIVED:

Works under the supervision of the Highway Foreman and the Highway Superintendent.

Example of Essential Duties Laborer Grade 2:

- Performs daily check of equipment to be operated and assure it is in a safe operating condition.
- Perform minor maintenance and periodic maintenance to equipment, as required.
- This position requires the incumbent to drive large dump trucks (i.e. 26,000 + lbs) and also operate most construction equipment (i.e. backhoes, skid steers, tractors/mowers, etc).
- Drive Dump Truck for hauling and spreading materials.
- Load Truck/trucks with materials, equipment needed at the work site, using heavy equipment as appropriate, and drives truck to transport crew, materials, or equipment to work site.
- Set up, load, and operate snow removal equipment, consisting of a truck equipped with adjustable snowplow and sanding unit to keep roads passable and clear of snow/ice during winter snow season, operate self-propelled street sweeper to clean streets, parking areas and load debris into truck.
- Drive tractor with mower attachment to cut grass along rights of way and Town property to maintain vehicle sight lines and keep Town property in a presentable condition.
- Operates wheel mounted backhoe, dig ditches, back blade, and level.
- Operates small, steel wheel roller, compact asphalt and soil.
- Drives truck/trailer, combination load, unload, haul construction equipment and materials.
- Cut up downed trees or branches and remove standing brush or trees with power equipment and hand tools, as directed.
- Patch roads, pave roads, remove/ install curbing, sweep roadways and operate construction/maintenance related equipment as directed.
- Construct maintain and clean catch basins, culverts, drainage ditches and other stone drainage related structures.
- Install/replace street and traffic control signs, as directed.
- Move files, shelving, books, office equipment and furniture as required.

- Grade and rake top soil, using Town or leased equipment.
- Install new or replaced existing guide/guard rail systems, as required.
- Report unsafe roadway/Town property conditions to Public Works Superintendent.
- Fill in at Town owned recycling center as assigned.
- Perform other duties that are both necessary and appropriate.

Example of Essential Duties Laborer Grade 3:

- Performs daily check of equipment to be operated and assure it is in a safe operating condition.
- Perform minor maintenance and periodic maintenance to equipment, as required.
- Drive Dump Truck for hauling and spreading materials.
- Load Truck/trucks with materials, equipment needed at the work site, using heavy equipment as appropriate, and drives truck to transport crew, materials, or equipment to work site.
- Set up, load, and operate snow removal equipment, consisting of a truck equipped with adjustable snowplow and sanding unit to keep roads passable and clear of snow/ice during winter snow season.
- Cut up downed trees or branches and remove standing brush or trees with power equipment and hand tools, as directed.
- Use hand power tools such as weed whacker, chainsaw, tree trimmers and other power tools to clear sight lines and maintain safe roadways.
- Patch roads, pave roads, remove/ install curbing, sweep roadways and operate construction/maintenance related equipment, as directed.
- Construct, maintain and clean catch basins, culverts, drainage ditches and other stone-n drainage related structures.
- Install/replace street and traffic control signs, as directed.
- Move files, shelving, books, office equipment and furniture as required.
- Grade and rake topsoil, using Town or leased equipment.
- Install new or replaced existing guide/guard rail systems, as required.
- Report unsafe roadway/Town Property conditions to Public Works Superintendent.
- Perform other duties that are both necessary and appropriate.

Example of Essential Duties Laborer Grade 4:

- Performs daily check of power equipment to be operated and assure it is in a safe operating condition.
- Load Truck/trucks with materials/equipment needed at the work site by hand.
- Set up, load, and operate snow removal equipment, consisting of a truck (under 26,000 lbs. GVW) equipped with adjustable snow plow and sanding unit to keep roads passable and clear of snow/ice during winter snow season.
- Cut up downed trees or branches and remove standing brush or trees with power equipment and hand tools, as directed.
- Patch roads, pave roads, remove, and install curbing, as directed.
- Maintain and clean catch basins, culverts and other storm drainage related structures.
- Perform other repair and maintenance work on Town roadways and Town property, as directed.
- Move files, shelving, books, office equipment and furniture as required.

- Grade and rake top soil, using Town or leased equipment.
- Report unsafe roadway/Town property conditions to Public Works Superintendent.
- Install newer replaced existing guide/guard rail systems, as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Ability to read and interpret instruction as safety rules, procedures, operational and maintenance instructions. Understand directions furnished in written, oral or diagram form. To obtain additional information to clarify the direction not understood. The employee works near moving equipment and/or vehicles and is frequently exposed to vibration and high noise levels when operating or near the equipment. The employee may be exposed to natural occurring toxins and diseases. Please refer to the working conditions page for further physical requirements of this position.

EDUCATION, TRAINING AND EXPERIENCE:

High School Diploma or general education degree (GED- or working toward) combined with a minimum of three years experience in the construction/maintenance of roadways and associated stone drainage systems.

Must possess and maintain a valid Class B driver's license. (Grade 2 and Grade 3)

Military veterans preferred.

(The above description lists only those job duties necessary for salary evaluation and does not include each and every job duty requirement.)

The Town of New Milford is an Equal Opportunity Employer.

Working Conditions, Physical and Mental Requirements: Works in an office setting that is subject to frequent interruptions and substantial contact with the public. Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

Frequency: Place an “X” in each box that is appropriate to your job.

NEVER (N)	OCCASIONALLY (O)				FREQUENTLY (F)	CONSTANTLY (C)			
0 % of Shift	1-33% of Shift				34-66% of Shift	67-100% of Shift			
Frequency:	N	O	F	C	Frequency:	N	O	F	C
Physical Demands					Depth Perception			X	
Standing			X		Color Distinction			X	
Walking			X		Peripheral Vision			X	
Sitting			X		Driving			X	
Lifting			X		Physical Strength:				
Carrying			X		Little Physical Effort (-10 lbs.)			X	
Pushing			X		Light Work (-20 lbs.)			X	
Pulling			X		Medium Work (20-50 lbs.)			X	
Climbing			X		Heavy Work (50-100 lbs.)			X	
Balancing			X		Very Heavy Work (100+ lbs.)		X		
Stooping			X		Environmental Conditions:				
Kneeling			X		Cold (50 degrees F or less)			X	
Crouching			X		Heat (90 degrees F or more)			X	
Crawling			X		Temperature Changes			X	
Reaching			X		Wetness			X	
Handling			X		Humidity			X	
Grasping			X		Extreme Noise or Vibration			X	
Twisting			X		Exposure to Chemicals			X	
Feeling			X		Exposure to Gases and Fumes			X	
Talking			X		Exposure to Unpleasant Odors			X	
Hearing				X	Exposure to Bodily Fluids			X	
Repetitive Motion			X		Exposure to Dampness			X	
Hand/Eye/Foot Coordination			X		Confinement to a Small/Restricting Area			X	
Visual Acuity/Near			X		Mechanical Hazards			X	
Visual Acuity/Far			X		Physical Danger			X	

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified.

The Town is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the Town when necessary.