



Haverhill

Human Resources Department, Room 306

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

Mary Carrington, HR Director – mcarrington@cityofhaverhill.com

Denise McClanahan, HR Technician – dmcclanahan@cityofhaverhill.com

January 11, 2010

ROOM 312
RON TUELL

ANTICIPATED OPENING **PLEASE POST**

Position: MEO/Groundsworker/Laborer
Public Works – Highway/Park Department
(Civil Service Position)

Hours of work: Monday through Friday (40 hours per week)
7:00 a.m. – 3:00 p.m.

Salary: \$14.68 - \$17.63 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 road sweepers, snow loaders, leaf loaders, snow fighters, sidewalk rollers, snow plows, sidewalk plows and road flushers.

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

Determines care needed for plants, trees, flowers & shrubs, etc. Operates all grass cutting equipment, power and manual for lawn maintenance.

Other duties may include:

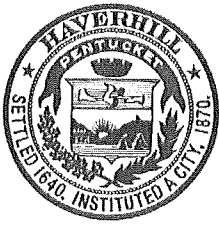
- * Pruning of trees and shrubs, and cutting and clearing of foliage.
- * Planting, fertilizing and spraying of shrubs, trees, flowers, and grass.
- * Removal of brush and logs.
- * Load and remove brush and logs.
- * Remove snow or ice and spread sand when needed.
- * Clean up after work is completed.

Supervision received:

Works under the supervision of the DPW Director through the Asst DPW Director Highway/Park, General Foreman and/or his/her agent(s).

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MEO/Groundworker/Laborer

Qualifications needed:

High school diploma. Minimum of 5 years experience working as a professional landscaper/gardener with extensive landscaping knowledge. Must have complete knowledge of installation, service & repair of irrigation systems. Must possess a valid Massachusetts Pesticide Applicator license for weed control in parks and roadways within one year of hiring date. Knowledge of tree work, pruning and cutting, etc. Ability to maintain all equipment by performing minor repair work. 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.

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.

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.

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. Attendance is mandatory.

Closing Date:

THURSDAY, JANUARY 21, 2010

Address all letters of application and/or job bid to:

Mary Carrington, 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"