

# LABOR SERVICE POSITIONS

CLASS I - ENTRY LEVEL  
NO ENTRANCE REQUIREMENTS ↓

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## CAFETERIA HELPER (CS)

Performs unskilled manual labor tasks in the operation of an institutional cafeteria. Performs cleaning of dining area and equipment; prepares food and monitors students or patients while eating.

## DISPATCHER (DI)

Receives calls on regular telephone system and makes calls over radio-telephone to service vehicles, dispatching them to a specific location and situation to take corrective action; operates equipment to receive and send messages; maintains proper records of messages received and sent; maintains good public relations when answering calls from citizens and performs related clerical work.

## LABORER (LA)

Performs a variety of unskilled labor duties such as digging holes and other excavations, shoveling materials and leveling areas, loading and unloading supplies, trimming shrubs, removing snow and spreading sand on icy areas. Uses standard hand tools such as picks, shovels, wrenches, and small power tools.

## STORES DELIVERY PERSON (SD)

REQUIRES MASS CLASS B DRIVERS LICENSE

Load and deliver materials and mail to various city departments and other locations for the Highway Department Facility. Pick up materials and supplies as requested. Assist the City Messenger in delivering materials or other duties as requested.

CLASS II - SKILLED LABOR TITLES  
ONE YEAR FULL-TIME EXPERIENCE REQUIRED ↓

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## GROUNDWORKER (GW)

REQUIRES MA CDL CLASS B DRIVERS LICENSE

Duties include cutting grass, raking, burning or packing of leaves, shrub and hedge trimmings, trash collection, delivering supplies, removing snow from streets and walkways; painting of fences, benches and other objects and performs other tasks relating to maintenance of public grounds.

## MOTOR EQUIPMENT OPERATOR (ME)

REQUIRES MA CDL CLASS 3 DRIVERS LICENSE

Operates trucks with a rated capacity of 3 tons or under; also operates passenger cars, sidewalk plows, small tractors, bulldozers and rollers; loads and unloads trucks, picks up and hauls materials; greases, oils and cleans motor equipment; changes tires and performs minor maintenance.

## SPECIAL MOTOR EQUIPMENT OPERATOR (SE)

REQUIRES CLASS 1 OR 2 & HOISTING LICENSE

Operates any piece of motor equipment including trucks with a rated capacity over 9 tons such as semi-trailers, truck-trailer combinations and other special equipment.

## HEAVY MOTOR EQUIP. OPER. (HE)

REQUIRES MA CDL CLASS 2 DRIVERS LICENSE/HOISTING LICENSE

Operates trucks with a rated capacity of over 9 tons; also operates large tractors, road sweepers, snow loaders and road flushers; loads and unloads trucks; picks up and hauls equipment and performs minor maintenance.

# LABOR SERVICE POSITIONS

## CLASS II - SKILLED LABOR TITLES ONE YEAR FULL-TIME EXPERIENCE REQUIRED (continued)↓

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### HOISTING EQUIPMENT OPERATOR (HO)

REQUIRES HOISTING EQUIPMENT LICENSE

Operates hoisting equipment such as backhoes, cranes, front-end loaders and catch basin machines where a special license is required. May perform manual labor tasks and maintenance of equipment.

### HIGHWAY/PARK MAINTENANCE MAN (HP)

REQUIRES MASS CLASS B DRIVERS LICENSE

Performs miscellaneous skilled and unskilled manual duties in the maintenance and care of parks and recreation areas; such as maintaining plants, trees, shrubs, and flowers; replaces grass, repairs fences, water fountains, drainage systems; does painting and other maintenance work. May perform other related unskilled labor duties such as cleaning debris and shoveling snow.

### BUILDING MAINTENANCE MAN (MM)

REQUIRES MASS CLASS B DRIVERS LICENSE

Performs miscellaneous maintenance and repair tasks on municipal buildings and property requiring a variety of skills less than journeyman in carpentry, painting, plumbing, welding, sheet metal work and other skilled trades.

### PUBLIC WORKS MAINTENANCE MAN (PM)

REQUIRES MASS CLASS B DRIVERS LICENSE

Under direction, performs semi-skilled tasks involving manual labor in the maintenance of public works; excavates, braces, spreads stone and rakes asphalt; assist in masonry work and laying and adjusting water and sewer pipes; surfaces, resurfaces and patches streets, sidewalks and bridges.

### TRAFFIC MAINTENANCE MAN (TM)

REQUIRES MASS CLASS B DRIVERS LICENSE

Duties include work in the installation, repair and maintenance of traffic signs, markings and painted traffic lines.

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## CLASS III - MECHANIC AND CRAFTSMAN TITLES TWO YEARS FULL-TIME EXPERIENCE REQUIRED ↓

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### BLACKSMITH (BS)

REQUIRES MA CDL CLASS B DRIVERS LICENSE

Fabricates and repairs tools, parts and equipment by forging, shaping and tampering metal into the required shape; may also perform welding, cutting and brazing using electrical and acetylene equipment; work is done in connection with the repair of trucks, engineering equipment machinery, and other mechanical equipment.

### CARPENTER (CA)

Constructs, alters and repairs structures, buildings, furniture and fixtures made of wood or similar materials; work is performed in accordance with building codes and standard trade practices; performs such activities as measuring, sawing, drilling, sanding and fastening.

### COOK (CX)

Performs large scale quantity cooking in a school, hospital or other institution; plans food preparation and cooking schedules based on menu requirements.

# LABOR SERVICE POSITIONS

CLASS III - MECHANIC AND CRAFTSMAN TITLES  
TWO YEARS FULL-TIME EXPERIENCE REQUIRED (continued)↓

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## METAL BODY WORKER (MB)

REQUIRES MA CDL CLASS B DRIVERS LICENSE

Repairs metal bodies of motor vehicles and equipment such as cars, trucks and heavy construction equipment; performs hammering, sanding, soldering, welding, filling and related annual duties.

## MOTOR EQUIPMENT REPAIRMAN (ER)

REQUIRES MA CDL CLASS B DRIVERS LICENSE

Performs skilled repair and maintenance of motor equipment; duties include tune-ups, brake and clutch adjustments, repairs electrical systems, front-end work and transmissions; may also perform auto body work and related welding and metal working duties.

## PAINTER (PA)

REQUIRES MA CDL CLASS B DRIVERS LICENSE

Performs skilled work in the application of paint, varnish, stain, enamel or lacquer on interior or exterior surfaces and fixtures of buildings, structure, vehicles and other surfaces; uses brushes rollers or spray guns; mixes blends and prepares paints for proper color match; erects stages and scaffolding for painting; performs other manual duties relating to painting.

## PLUMBER (PL)

REQUIRES MASTER OR JOURNEYMAN PLUMBERS LICENSE

Installs and repairs water pipes and makes necessary connections; maintains plumbing systems; repairs and replaces defective water and drain pipes, valves, faucets, sinks, bubblers and fixtures; attaches pipe assemblies to walls; connects plumbing fixtures to outlets and seals connections; performs other manual duties related to plumbing work.

## PUBLIC WORKS MAINTENANCE CRAFTSMAN (MC)

Under direction, performs semi-skilled tasks involving manual labor in the maintenance of public works; excavates, braces, spreads stone and rakes asphalt; assist in masonry work; assists in laying and adjusting water and sewer pipes, assist in the installation, replacement, repair, and testing of water meters and surfaces and resurfaces streets, sidewalks, parking areas and bridges.

## RIGGER (RG)

Erects staging and platforms for painters and other persons. Responsible for painting assignments and minor structural repairs.

## SENIOR COOK (SC)

Performs duties described for cook; supervises a group of cooks; perform other duties such as scheduling and inspecting work.

## SIGNAL MAINTAINER (ST)

(Graduation from a recognized trade or vocational school with a major in electrical practices may be substituted for the required experience)

Installs, maintains, modifies adjusts and repairs fire alarm signals, police signal systems or other emergency signal systems; performs scheduled tests and troubleshooting of circuits; installs and repairs underground or aerial wiring of fire and/or police signal systems; performs other routine manual work related to signal maintenance work.

# LABOR SERVICE POSITIONS

CLASS III - MECHANIC AND CRAFTSMAN TITLES (CONT'D)  
TWO YEARS FULL-TIME EXPERIENCE REQUIRED ↓

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## SPRAY PAINTER (SP)

Performs skilled work in applying paint to surfaces of machinery, vehicles and other surfaces by operating a spray gun. Duties include preparation of surfaces, mixing paints, masking work area and connecting spray-painting equipment; may also use brushes to reach inaccessible areas.

## WATER REPAIRMAN/MAINTENANCE MECHANIC HELPER (WM)

Installs, repairs and maintains water distribution machinery such as pumps, motors, generators, valves, engines and piping; performs emergency troubleshooting, may performs pipefitting, welding or other welding related skilled duties.

## WATER METER INSTALLER (MI)

Performs skilled manual work in the installation, testing, adjustment, repair or replacement of water meters in public, private or industrial establishments; ???; performs other manual work related to water meter installation.

## WATER METER REPAIRMAN (WR)

Performs skilled manual work in the repair, testing and maintenance of water meters; disassembles, cleans adjusts, repairs and overhauls all types of water meters.

## WATER METER TESTER (WT)

Tests water meters for accuracy, operates water meter testing equipment.