

## TOWN OF WILTON

### D.P.W. WORKER JOB DESCRIPTION

**DEPARTMENT:** Department of Public Works

**GRADE:** 5

**CLASSIFICATION:** Non-Exempt - Hourly

#### **Job Summary**

Works for the Public Works Department, and all Town Departments which fall under the D.P.W. in a responsible, and courteous manner with the public and all Town employees.

#### **Supervision Received**

Works under the supervision of the Director of Public Works, and/or the Foreman of Public Works.

#### **Essential Duties**

- Must be able to perform various standard tasks using a wide variety of manual and powered equipment.
- Must be able to identify and resolve Public Works issues and concerns in a timely manner
- Must be able to perform duties in accordance with all federal, state and local laws, rules and regulations and within mandated and appropriate safety standards
- Must be able to perform all aspects of roadway construction using various equipment and techniques.
- Worksites and garages must be kept in a clean orderly manner and safely secured at the completion of the work shift.
- Must keep the Foreman, Director accurately informed concerning work progress, including present and potential work problems.
- Must attend meetings, workshops and training sessions and review publications to become and remain current on principles and practices and new developments in assigned work areas.
- All employees shall be required to respond to after hour calls for emergencies and snow removal.
- Must be able to perform special tasks as assigned by the Director, or Foreman
- Must be able to perform routine maintenance on all Town owned buildings and properties.
- Must report all accidents, to self and/or property, and safety concerns to Director or Foreman.
- All employees must represent Wilton in a professional manner.
- Must have and maintain a CDL NH driver's license and current medical card.
- Must be in physical condition to perform his/her duties
- All employees must be able to take and pass random drug testing.
- Employee shall perform related, similar, or other logical duties as assigned and may be required to perform duties beyond those contained in this job description.