

NOTICE OF VACANCIES

Vacancies exist in the positions as indicated below. Department & Division, Salary Groups, and closing Date for filing the required application for transfer/promotion to these positions is as noted below:

<u>POSITION</u>	<u>SALARY RANGE</u>	<u>GRADE</u>	<u>DEPARTMENT & DIVISION</u>
Public Works Maintainer IV	\$24.48 - \$29.78 hr.	PW 13	Public Works - Highway

CLOSING DATE FOR FILING:
October 26, 2018 3:00 p.m.

<u>TESTING REQUIREMENTS * -</u>	Skills Test	Interview
	(Weighted 70%)	(Weighted 30%)

* *Each* portion of the testing requirements *must* receive a passing score of 70% or more in order to proceed to the next phase of the testing process.
** Possession of a valid Connecticut Driver’s License with current CDL with Class A including 5th wheel certification allowing for the operation of all equipment required to perform all tasks of the grade.

Minimum Qualifications:

High School Diploma and four (4) years of experience as a Public Works Maintainer III, including certification or two (2) years of training in tree-trimming work, or the satisfactory equivalent combination of training and experience.

- Sequence of Preference to Applicants-
- 1) Transfer and/or Demotion
 - 2) Applicants with the Bargaining Unit

Applications and job descriptions may be picked up at the personnel office. Applications must be filed in the Personnel Office, 13 Masonic Street 2nd floor, New London, CT no later than the specified closing date of October 26, 2018 3:00 p.m.

Date Posted: October 18, 2018

FLSA: non-exempt
Grade: PW-13
Location: Highway Division, DPQ
Approved by Personnel Board: 9/24/2018
Concurred Union (1378): 8/28/2018
Hours: 40

PUBLIC WORKS MAINTAINER IV

GENERAL STATEMENT OF DUTIES:

Position operates a wide variety of heavy construction equipment requiring a high degree of skill in utilizing complex controls and manipulations, in addition to all equipment and machinery operated by the maintainer III position. Performs skilled construction work for the City's Public Works Department.

Works under the general direction of a Highway Crew Leader.

EXAMPLES OF WORK (ILLUSTRATIVE):

Operates a loader; loads trucks with a sand/salt mix for plowing. Operates loader in grading, ditching, and performing other maintenance of dirt streets and roads.

Operates a motor loader in shaping and maintaining road surfaces, including patch work

Operates a backhoe and other heavy motor equipment incidental to public works projects. Operates a bulldozer in grading or excavating land and in back filling excavations and trenches.

Operates the City vacuum truck.

Drives other City trucks such as garbage, recycling or dump trucks as necessary. Operates heavy machinery and equipment and performs all duties of a Maintainer III as needed or assigned.

Inspects vehicles on a regular basis, including: oil level, water, battery, tires and anti-freeze. Washes and cleans equipment as required.

Ensures safe operation and use of equipment; maintains and repairs equipment as required. Assists mechanics in greasing machinery and oil changes, as necessary.

Serves as Tree-trimmer for the City, pruning, trimming, and caring for shade and ornamental trees. Operates hydraulic boom truck. Protects cut surfaces to seal and protect the tree.

Fells dead and diseased trees. Cuts up felled trees utilizing a chain saw.

Operates wood chipper to chip small branches and tree limbs.

May direct other Public Works employees in assisting with project assignments and tree work; uses the necessary precautions to ensure the safety of co-workers and general public at the work site.

Performs all other work-related duties as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of the proper operation, maintenance, adaptability, limitations and safety procedures related to the operation of complex construction equipment and heavy machinery.

Thorough knowledge of modern tree trimming equipment, procedures, and techniques.

Thorough knowledge of the necessary safety precautions related to the operation of heavy-duty construction equipment and the tree-trimming trade.

Working knowledge of refuse and recycling collections and ability to memorize routes.

Ability to understand and effectively apply oral and written instructions.

Ability to safely operate heavy mechanical and motorized equipment in all kinds of weather.

Ability to perform semi-skilled and manual tasks and to utilize appropriate tools in a wide variety of working conditions.

Ability to establish and maintain effective working relationships with supervisors, subordinates, peers, vendors, city personnel and the general public.

Ability to safely navigate work areas and to perform the physical tasks related to heavy vehicle and equipment operations as well as complex, arduous tree trimming work.

Ability to operate, adjust and make minor repairs to all forms of heavy equipment both on and off-road, in all weather conditions.

MINIMUM QUALIFICATIONS:

High School Diploma and four (4) years of experience as a Public Works Maintainer III, including certification or two (2) years of training in tree-trimming work, or the satisfactory equivalent combination of training and experience.

SPECIAL QUALIFICATIONS:

Possession of a valid Connecticut Driver's License with Class A including 5th wheel certification allowing for the operation of all equipment required to perform all tasks of the grade.

WORK & PHYSICAL ENVIRONMENT

While performing the duties of this job, the employee primarily works out of doors in all weather conditions. The employee frequently works near moving mechanical parts, in precarious places, and is exposed to wet and/or humid conditions, fumes, toxic or caustic materials, extreme cold, and extreme heat.

Considerable physical strength and stamina. While performing the duties of this job the employee is frequently required to lift and/or move 25 to 50 pounds and may be required to occasionally lift and/or move up to 100 pounds. Specific vision abilities required by the job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. The noise level in the work environment is quiet to noisy depending on the task or equipment being used. Ability to maintain his/her composure with the public and co-workers in everyday, stressful and emergency situations. Ability to drive a truck or operate equipment for extended period of time without physical limitations.

Ability to use equipment and tools requiring manual dexterity and mechanical aptitude; Employee is frequently required to use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms.

Revised: 9/2018