



Notice of Employment Opportunity

Job Description: Public Works-Class 3

Department: Public Works

Reports to: Public Works Crew Foreman

Job Type: Full-Time – 40 Hours Per Week

Rate of Pay: \$25.04 per hour

Retirement Plan: MainePERS – Participating Local District & Social Security

Bargaining Unit: Local 1458-04 AFSCME

Position Summary

The Town of Rumford is seeking a dependable individual to join the Public Works Department as a 3rd Class Operator (“Public Works-Class 3”). This position requires both physical labor and skilled, and semi-skilled, work in the operation of light/heavy equipment and maintenance of Town roads and infrastructure, and other duties as required. Emergency response is required, and you must be available to work nights, weekends and holidays as needed during storms or emergencies.

Job Duties

- Operating trucks, sanders and other equipment in the plowing, sanding and snow removal of Town streets.
- Operates light to heavy trucks and equipment in performance of Public Works duties
- Performs snow removal activities including shoveling, sanding, and salting.
- Operates a light or moderately heavy truck transporting dirt, gravel, wood and construction materials; assists in loading or unloading trucks.
- Performs varied maintenance work, including rebuilding sewers, storm drains, and culverts, patching and building roads, and other general street and infrastructure maintenance work.
- Picks up debris such as blow-downs, straightens signs and posts, and picks up brush and other trash following storms.
- Assists in the seasonal repair and maintenance of Town parks and properties
- Winterizes trucks and mounts sanders.
- Assists in general repair and preventive maintenance on vehicles and equipment, and assists in general maintenance of the public works garage
- Assists in projects and tasks related to town facilities, including moving office equipment, setting up and breaking down for elections and special events, shoveling and sanding walkways, etc.
- Performs other related duties as assigned.

Qualifications

- Must be at least 18 years of age
- Valid Class A Maine Driver's License strongly preferred, valid Class C Maine Driver's License required
- Ability to perform physical labor and work outdoors in varying weather conditions.
- Ability to follow directions and work well independently and as part of a team.

Training and Experience

- High school diploma or GED strongly preferred but not required.
- Previous maintenance, construction, or public works experience preferred but not required.
- Experience in public facing positions preferred.

Knowledge Requirements

- Knowledge of the traffic laws, ordinances and rules involved in the operation of automotive vehicles.
- Working knowledge of the occupational hazards and safety precautions of the trade.
- Knowledge of the geography of the Town, including the location of streets, is preferred.
- Ability to operate trucks and other lighter motorized equipment safely and according to laws and regulations.
- Ability to make minor repairs and adjustments, and to service automotive and other types of equipment.
- Ability to learn the operation of heavier motorized equipment.
- Ability to perform manual labor for extended periods of time under adverse climatic conditions.
- Basic principles of safety.
- Equipment use and troubleshooting.

Skill Requirements

- Ability to understand implement Standard Operating Procedures associated with safety policies.
- Communication and interpersonal skills as applied to professional interactions with citizens, coworkers, and supervisors sufficient to exchange or convey information and to receive work direction.

Physical Requirements

This position requires the ability to lift, carry, and perform physical tasks involving forces constantly greater than 20 pounds, frequently more than 50 pounds, and occasionally in excess of 100 pounds. Physical capabilities required include climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, talking, hearing, seeing, repetitive motions, driving and operating and extended works hours. Work may include early mornings, evenings, weekends, long shifts of overtime, or emergency response as needed.

Conditions of Employment

This position is covered under a collective bargaining agreement.

The Town of Rumford offers competitive compensation along with comprehensive benefits such as health, dental, and vision coverage, paid holidays, sick and vacation leave. We participate in Maine Municipal Health Trust, MainePERS and Social Security.

The Town of Rumford is an Equal Opportunity Employer pursuant to a policy of non-discrimination in personnel practices, including: recruiting, hiring, opportunities for transfer and promotion, conditions or privileges of employment, as well as compensation and benefits. Such practices or procedures shall not favor or penalize any person because of race, creed, color, sex, marital status, national origin, age, or disability, where these are not found to be bona fide occupational qualifications. The Town recognizes its responsibility to enhance the purposes set forth in the Maine Human Rights Act as well as Federal statutes which may apply as a result of its Federal grant activities.

How to Apply

Applications should be given to the Executive Secretary Mariya Gorham, at the Town Manager's Office at the Rumford Town Hall, 145 Congress Street, Rumford, ME 04276 or by email at mgorham@rumfordme.org.