



Town of Newport

Full-Time Truck Driver/ Equipment Operator

The Town of Newport, NH seeks a qualified individual for the position of Full-time Truck Driver/Equipment Operator. This position is covered by a collective bargaining agreement. The primary duties are to regularly operate one or more of the following vehicles or equipment: dump truck, flatbed truck and other trucks, road grader, plow truck, loader, backhoe; paving machine and line painter, chain saw, compressor, pneumatic tools and related pieces of equipment; shovel, rake, broom, stone fork, and other equipment necessary to maintain and repair all Town roads and equipment; pick up and deliver materials, debris and supplies; participate in semi-skilled tasks in street patching and crack filling operations; haul cold patch, gravel, sand and rocks; service vehicles with gas, oil and water and perform minor maintenance work; notify superior and mechanics of need for major repairs; operate on an emergency and seasonal basis, trucks and equipment for winter snow removal and other seasonal cleanup operations, including plowing snow, hauling snow, spreading sand and salt; cutting, trimming and removing brush; painting roads; making and installing road signs; patching roads; maintaining and constructing roads; perform various manual labor tasks such as digging ditches and cleaning catch basins and street gutters; make occasional contacts of a routine nature with the general public when operating salt and sand trucks and when involved with routine maintenance which affects abutters; and perform other related duties as required and specified in the attached job description.

The successful candidate will have: knowledge of the principles and practices of operating and servicing heavy-duty trucks; knowledge of functions, operation methods, maintenance and care required of equipment used in public works projects; knowledge of the regulations, work hazards, safety practices and traffic laws relating to equipment operation; skill in the operation of care of heavy-duty trucks and related construction equipment; ability to perform frequent strenuous physical effort under adverse weather conditions; ability to detect errors in heavy equipment operations and maintenance; ability to understand, follow, and give oral and written instructions; ability to complete reports and maintenance records as required; ability to establish and maintain effective working relationships with fellow employees; and possess a valid driver's license issued by the State of New Hampshire for the type of vehicle or equipment operated (CDL-A or B). Rate of pay \$16.13 - \$21.77 per hour DOQ plus benefits.

To apply, please submit an application to: Todd Cartier, Public Works Director, 15 Sunapee Street, Newport, NH 03773 or tcartier@newportnh.gov. Applications may be obtained at the Town's website (www.newportnh.gov). Interested candidates should review the full job description available on our website.

The Town of Newport is an Equal Opportunity Employer

Position Purpose:

Performs skilled and semi-skilled work in the safe and efficient operation of heavy-duty trucks and similar equipment used in the construction and maintenance of streets, catch basins, and other public works projects. Undertakes manual labor tasks incidental to the operation of assigned equipment. Performs all other related work as required.

Essential Functions:

(The essential functions or duties listed below 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.)

- Regularly operates one or more of the following vehicles or equipment: dump truck, flat bed truck and other trucks, road grader, plow truck, loader, backhoe; paving machine and line painter, chain saw, compressor, pneumatic tools and related pieces of equipment; shovel, rake, broom, stone fork, and other equipment necessary to maintain and repair all Town roads and equipment.
- Picks up and delivers materials, debris and supplies; participates in semi-skilled tasks in street patching and crack filling operations; hauls cold patch, gravel, sand and rocks.
- Services vehicles with gas, oil and water and performs minor maintenance work; notifies superior and mechanics of need for major repairs.
- Operates on an emergency and seasonal basis, trucks and equipment for winter snow removal and other seasonal clean up operations, including plowing snow, hauling snow, spreading sand and salt; cutting, trimming and removing brush; painting roads; making and installing road signs; patching roads; maintaining and constructing roads.
- When not engaged in equipment operation, performs various manual labor tasks such as digging ditches and cleaning catch basis and street gutters.
- Makes occasional contacts of a routine nature with the general public when operating salt and sand trucks and when involved with routine maintenance which affects abutters.
- Performs similar or related work as required, or as situation dictates.

Recommended Minimum Qualifications:**Education, Training and Experience:**

High School Diploma, technical school diploma or equivalent; three years' experience in the operation and maintenance of construction and maintenance equipment; or an equivalent combination of education and experience. Possession of a valid driver's license (CDL A or B).

Knowledge, Ability and Skill:

Knowledge: Knowledge of the principles and practices of operating and servicing heavy-duty trucks. Knowledge of functions, operating methods, maintenance and care required of equipment used in public works projects. Knowledge of the regulations, work hazards, safety practices and traffic laws relating to equipment operation.

Ability: Ability to perform frequent strenuous physical effort under adverse weather conditions. Ability to detect errors in heavy equipment operations and maintenance. Ability to understand, follow, and give oral and written instructions. Ability to complete reports and maintenance records as required. Ability to establish and maintain effective relationships with fellow employees.
system.

TRUCK DRIVER/EQUIPMENT OPERATOR

NEWPORT, NH

Skill: Skilled in the use of all applicable motor equipment. This position requires excellent operations skills, strong organizational skills, and skills in all of the above listed tools and equipment.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position is regularly required to sit, talk, and hear; uses hands to finger, handle, feel or operate objects, tools, or controls, and reach with hands and arms as in picking up paper, files, and other common office objects. Physical agility required to access all areas of inspection sites and sewer locations. Employee may occasionally lift and/or move objects weighing up to 100 pounds. Vision and hearing at or correctable to normal ranges. Certain tasks require the ability to view computer screens for extended periods of time.

Supervision:

Supervision Scope: This position performs various duties requiring a thorough knowledge of departmental operations and the ability to complete assigned tasks according to established procedures and protocol.

Supervision Received: Works under the general direction of the Highway Superintendent and in accordance with applicable New Hampshire Laws, town policies and relevant state, federal, and local regulations and standards. Follows established work plan and completes work in accordance with established departmental policies and standards; issues are referred to supervisor.

Supervision Given: None

Job Environment:

- Field work environment is noisy and subject to outdoor and potentially hazardous conditions.
- Operates construction equipment, maintenance equipment, and repair equipment, computer, calculator, copier, and other standard office equipment.
- Contacts are by phone, through correspondence, and in person; they generally consist of an information exchange dialogue, discussing routine and complex issues.
- Errors could result in serious safety issues, delay of department services, and have legal and/or financial repercussions.

This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.