

TOWN OF BRISTOL

P.O. Box 249, Bristol VT 05443

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POSITION TITLE: Public Works Employee

MISSION STATEMENT

The Town of Bristol Public Works Department is committed to keeping the town's highways, sidewalks, public infrastructure, and municipal facilities in good repair to keep our residents and visitors safe.

REPORTS TO: Public Works Foreman

POSITION SUMMARY

This position involves a variety of tasks relating to maintaining Bristol's transportation system, public infrastructure, and municipal facilities. The Public Works Employee is responsible for routine maintenance, repair work, and following the direction of the Foreman. Duties typically require the use of a variety of tools, machinery, and vehicles. Must meet all the training requirements and demonstrate a knowledge of and skill in the maintenance and operation of heavy equipment.

DUTIES AND RESPONSIBILITIES

- Perform maintenance activities that require a variety of hand tools, power equipment, and heavy machinery.
- Repairing pavement cracks, patching potholes and surfaces, line striping, ditching, grading, sweeping.
- Flagging and traffic control.
- Mowing, repairing road shoulders, cleaning roadsides, cutting trees and brush, cleaning drains.
- Ability to operate large or small trucks, with or without snowplow and wings, primarily during winter months.
- Ability to operate other heavy equipment including loaders, tractors, bulldozers, graders, rollers, and other specialized equipment.
- Perform routine maintenance and inspections on assigned equipment.
- Assist with or perform occasional tasks associated with buildings and facilities maintenance.
- Perform related duties as required.

ENVIRONMENTAL FACTORS:

- Duties require the ability to withstand exposure to extreme outdoor weather conditions.

- Required to be available for considerable overtime during periods of heavy snowfall, or other emergency situations.
- May be required to report to work outside of work schedule and must be reachable by phone.
- Must be able to use tools and lift materials commonly used in routine maintenance work.
- Normal dangers associated with work on or near heavy equipment, hazardous materials and debris from roadside litter are present.
- May be exposed to blood and airborne pathogens.
- Hazards are always present when working on roads with moving traffic.
- Participation in random drug and alcohol-testing program is required.

KNOWLEDGE AND EXPERIENCE

- Minimum high school diploma or equivalent.
- Minimum two years of maintenance or construction experience.
- Considerable knowledge of operation, use and maintenance of equipment used in maintenance activities.
- Knowledge in the operation and maintenance of assigned equipment.
- Knowledge of safe and effective winter maintenance techniques.
- Ability to meet job deadlines and complete assigned tasks in a safe and timely manner.
- Ability to communicate effectively and deal appropriately with the public.
- Ability to perform basic computer operations.
- Ability to take initiative and assume responsibility for assigned routine maintenance activities.
- Ability to understand, communicate, and carry out oral and written instructions.
- Ability to interpret and follow equipment maintenance manuals, schematic diagrams, and similar technical data.
- Ability to operate and maintain highway equipment and vehicles.
- Overtime work is required and is considered a condition of employment
- Must live within reasonable proximity of Town of Bristol.
- A Commercial Drivers License (CDL) with air brake endorsement is required