

Medford

Medford City Hall
85 George P. Hassett Drive
Human Resources Department, Room 204
HR: 781-475-5640 - Fax: 781-393-9489

POSITION: PW 10.5/MEO II Watchperson #J2024 – 0005 Posted 10/30/24
DEPARTMENT: Department of Public Works Posting Removal: 11/13/24
HOURS OF WORK: Wednesday - Friday 4 p.m. – 12 a.m., Saturday and Sunday 8 a.m. to 4 p.m.
SALARY: Union PW 10.5 (\$1,232.22 - \$1,310.68/ Weekly)

BASIC FUNCTION AND RESPONSIBILITIES:

This role performs routine assignments that frequently involve contact with other employees, supervisors, and members of the public. Operates a sander in response to icing, oil, or any other slippery fluids. Pick-up of debris and deceased animals. Place safety cones, barrels, or sawhorses on a public safety complaint or scheduled events when necessary. Closing and opening of gated properties throughout the city as assigned, cutting and trimming of grass at the DPW yard, and emptying of City-owned barrels as directed.

EXAMPLES OF WORK:

Answer phone calls from citizens and requests from City Hall and other supervisors. Answers and transmits requests on a two-way radio system and documents said messages in writing to pass on to appropriate supervisors. Occasional driving of heavy-duty trucks to assist when it becomes necessary in emergencies with DPW Departments. Performs janitorial duties of DPW building interior and exterior. Hourly building checks of entrances and exits to ensure all doors are locked and the building is secure.

EDUCATION & EXPERIENCE:

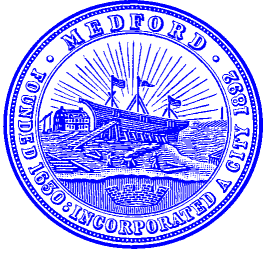
Must Hold: Valid Class B CDL Driver's License.
At least One (1) year of experience as a truck driver.
High school or GED

PHYSICAL REQUIREMENT:

Essential functions may require maintaining the physical condition necessary for sitting, standing, and walking for extended periods; moderate to heavy lifting and carrying which includes the ability to lift to one hundred pounds; pulling, reaching, bending, climbing, and kneeling; use of fingers, both hands and legs required; must be able to distinguish colors and operate assigned vehicles.

WORK ENVIRONMENT:

Indoor and outdoor environments with a wide range of weather conditions, exposure to vibrations and noise; work on slippery or uneven surfaces, work with electrical energy; work in or near vehicle traffic; exposure to dust and fumes from motorized equipment; possible exposure to toxic chemicals; irregular working hours for inclement weather situations and other circumstances. Ability to work independently and/or in groups.



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ADDRESS ALL COVER LETTERS AND RESUMES TO
Human Resources Department
City of Medford – Room 204
85 George P. Hassett Drive
Medford, MA 02155

Or send cover letter and resume with the job title in the subject line to
jobs@medford-ma.gov

For the posting, please visit the City of Medford's website – www.medfordma.org

The City of Medford is an Equal Opportunity/Affirmative Action/504 Employer Residents of the City of Medford, Women, People of Color, Veterans and Persons with Disabilities are encouraged to apply.