



Town of Suffield Job Posting

Position: Summer Public Works Maintenance Crew Member

Post Date: July 15, 2026

End Date: Open Until Filled

General Statement of Duties:

The Town of Suffield is seeking motivated individuals to join our Public Works Maintenance Crew to assist with grounds maintenance during the summer months and snow removal during the winter season.

Summer (approx. April – November): Duties include mowing lawns, planting shrubs, maintaining athletic fields and playgrounds, landscaping, and light building and grounds maintenance.

Winter (approx. November – March): Duties include snow plowing, sanding, shoveling, and de-icing of Town streets, parking lots, and facilities.

This position is ideal for individuals who enjoy working outdoors in all weather conditions, operating light to medium equipment, and serving the residents of Suffield in a safe, efficient, and professional manner.

Hours:

Summer Grounds: Full time, 40 hours per week, Monday–Friday, 7:00 a.m.–3:30 p.m. Flexible part time hours available.

Winter Snow: On-call, hours dependent on weather (may include nights, weekends, and holidays).

Compensation and Benefits:

Summer (Grounds Maintenance): \$20.00 per hour, seasonal, non-benefits eligible.

Winter (Snow Removal): \$35.00 per hour, seasonal, non-benefits eligible.

Supervision Received:

Works under the general direction of the Highway Foreman and Director of Public Works.

Supervision Exercised:

None.

Examples of Duties:

1. Perform mowing, trimming, planting, athletic field preparation, pothole patching, fencing, and other general maintenance tasks.
2. Operate maintenance equipment such as medium-size mowers, pickup trucks, power tools, and ball groomers.
3. Drive and operate Town-owned plow vehicles for snow removal.
4. Operate winter equipment including plows, sanders, shovels, and snow blowers.
5. Perform routine inspection and preventive maintenance on equipment.
6. Follow all safety policies and procedures; wear appropriate protective gear.
7. Provide excellent customer service and take pride in quality workmanship.

Other Job Functions:

Perform other related work as assigned.

Minimum Qualifications:

1. Must have a valid Connecticut driver's license and reliable transportation.
2. Must have a clean driving record.
3. Must be able to pass a Town-certified drug test.
4. Ability to follow oral and written instructions.
5. Good physical ability to perform manual labor, including frequent lifting of up to 50 lbs. (and occasionally 75 lbs.).
6. **Winter Requirement:** One year of snow plowing experience driving a ¾-ton pickup or equivalent with plow and sander preferred. CDL license desirable but not required.

Knowledge, Skills and Ability:

1. Experience with equipment and methods of grounds, facilities, and snow maintenance.
2. Ability to work safely, independently, and as part of a team.
3. Must be available for **on-call winter shifts 24/7, including nights, weekends, and holidays** as weather conditions dictate.

Special Qualifications:

1. Valid Connecticut Driver's License required;

Physical Demand:

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. While performing the duties of this job, the employee is regularly required to use hands to handle, feel or operate objects, tools or controls and reach with hands and arms.

The position requires the employee to stand, walk, sit, climb or balance, stoop kneel, crouch or crawl the majority of the time. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 75 pounds. Vision requirements (or corrected vision) include the employee to perform duties at utilizing close, distance, and peripheral vision, including depth perception and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee regularly works outside exposed to the elements of the weather. The employee frequently works near moving mechanical parts. The employee occasionally works in high places and is occasionally exposed to fumes or airborne particles and chemicals. The noise level in the work environment is occasionally loud. Proper precautionary equipment will be provided to the employee to prevent exposure to chemicals, noise, etc.

General Guidelines:

The duties listed above 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.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Other Duties:

Please note this job description is not designed to cover or contain a comprehensive listing of functions, activities, duties or responsibilities that are required of the employee for this job. Functions, duties, responsibilities and activities may change at any time with or without notice.

EEOC Statement:

It is the policy of the Town of Suffield to provide equal employment opportunity to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state or local law. In addition, the Town of Suffield will provide reasonable accommodations that do not present an undue hardship for qualified individuals with disabilities.

How to Apply:

Applications can be found on the town website at suffieldct.gov/departments/hr.

Please submit an application and resume by email to sfoley@suffieldct.gov or by mail to Town of Suffield, Human Resources Department, Attention: Shannon Foley, 83 Mountain Rd, Suffield, CT 06078 by closing date of posting.

*The Town of Suffield is an equal opportunity employer m/f/d/v
the above posting is intended as a guide and is not a complete description of the position or process.*