

B.) NATURE AND SCOPE OF POSITION:

Highway crew and equipment operator for the Town of Castleton. Full time. Hourly wage.

DUTIES AND RESPONSIBILITIES:

The highway crew and equipment operators are required to perform at a skilled level. The positions are under the direct supervision of the Highway Foreman.

1. Responsible for the operation of dump trucks, loaders, graders, tractors, skid steer, chainsaws, woodchippers, mowers, and general maintenance vehicles in hauling materials, snow removal, sand and/or salt spreading, road/roadside and ditching maintenance of Town of Castleton owned, leased or rented roads or properties.
2. Perform strenuous manual labor in connection with highway maintenance and some ~~minor~~ construction, brush cutting, culvert installation, retaining walls, tree removal, etc.
3. Ability to operate heavy construction machinery including grader, loaders, excavators, and rock crusher.
4. Responsible for maintenance of Town of Castleton properties, beaches, ball fields, parks, roadside mowing, and the mowing of cemeteries.
5. Provide support to the mechanic, as required, to repair and maintain vehicles and equipment. Responsible for using Town directed forms/logs for before, during, and after operations preventive maintenance checks and services. Responsible for reporting immediately any equipment defects, safety checks, or accidents on Town directed forms/logs.
6. Wood cutting related to heating of Town of Castleton Highway Garage and routine maintenance of garage.
7. Light preventive maintenance, checks, and services of Town of Castleton owned, rented, or leased vehicles and equipment.
8. Perform any and all other related duties required to support efficient and effective Town of Castleton operations, as required or directed.

REQUIREMENTS OF THE JOB:

1. Thorough knowledge of operation of trucks and related automotive or motorized equipment.
2. Knowledge of the operation of heavy equipment – loader, grader, excavator, backhoe, mower, and crusher.
3. Knowledge of traffic laws and regulations involved in equipment operation.
4. Ability to understand and follow simple oral communications.
5. Ability to maintain effective relationship with public and co-workers.

6. Must have good physical strength, dexterity as well as physical stamina to work under adverse weather conditions and on hilly, rocky, or other varied or difficult terrain.
7. Must possess a valid Commercial Driver's License in the Employee's State of Residence and a good driving record. Responsible to keep their Commercial Driver's License updated and a copy provided to the Town Manager or his Administrative Assistant upon renewal or upgrades so it can be placed in their personnel file.
8. Wear personal protective equipment (PPE) as required by vehicle/equipment manufacturer recommendations, OSHA/VOSHA requirements, Department of Transportation recommendations, or otherwise directed by the Highway Supervisor, Road Commissioner, Town Manager, or Emergency Management Director.

EDUCATION, TRAINING AND EXPERIENCE:

1. Graduation from a standard or vocational high school or successfully completed the GED program, or an equivalent combination of the above or additional training and experience.