

TOWN OF TOPSHAM, MAINE



Office of the Town Manager
100 Main Street
Topsham, Maine 04086
Telephone: (207) 725-5821
FAX: (207) 725-1731
Website: www.topshammaine.com

Position Title: Truck Driver/Laborer I
Department: Public Works
Reports To: Public Works Director

1. Operates trucks and sanders in the plowing, sanding and snow removal of Town streets and parking lots.
2. Performs varied maintenance work including rebuilding storm drains, replacing culverts, patching, etc.
3. Picks up debris, straightens signposts, and cleans basins as directed.
4. Operates light or heavy equipment for the purpose of street maintenance, construction, or debris removal.
5. Winterizes trucks and mounts sanders.
6. Assists in the general repair and maintenance of vehicles as well as general maintenance of the Public Works Garage.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

High School Graduate. Considerable experience with driving trucks. Must possess a Class II State Driver's License or be able to obtain one within six months of hire date. Must possess a clean driving record. Knowledge of OSHA laws and safety requirements. Ability to lift 50 lbs.

PREFERRED SKILLS

Ability to operate equipment. Working knowledge on the operation of construction equipment. General knowledge of hand tools and equipment used in the maintenance of vehicles, maintenance of Town roads, and other construction jobs as necessary. General knowledge of hazards and safety precautions on the work being performed as well as mechanical knowledge.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case-by-case basis.

This job description does not constitute an employment agreement between the employer and the employee, and it is subject to change by the employer as the needs of the employer and requirements of the job change. The essential functions listed 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 Town of Topsham is an EOE.

SIGNATURE

DATE

PRINT NAME