



**Town of Needham
Department of Public Works
Water, Sewer, and Drains Division**

Job Posting

Title: Craftworker
Position: Full-time (40 hours/week)
Schedule: Monday – Friday; 7:00am – 3:30pm
Summer Hours: Monday – Thursday; 6:30am – 3:30pm; Fridays 6:30am – 12:30pm
Hourly Range: \$26.63 - \$33.36

The Town of Needham's Water, Sewer, and Drains Division is seeking a qualified individual to fill the full-time position of Craftworker. Under the supervision of the Working Foreman, the Craftworker will perform technical labor and operate specialized equipment to help maintain and repair the water, sewer, and drains system, handwork relating to water, sewer and drain projects, snow and ice treatment and removal, and preparing routine records and reports.

The Water, Sewer, & Drains Division operates and maintains the Town's water system, including supply, storage, treatment, and distribution; maintains the storm drain system, including compliance with the National Pollutant Discharge Elimination System (NPDES); and maintains and cleans the sewer collection system.

CON #24088

Duties and Responsibilities (these duties are a general summary and not all inclusive):

- Perform routine tasks associated with connecting valve operations, pipeline construction, and maintenance such as cleaning culverts and drains, manual labor tasks, hot mix asphalt placement, and assisting in valve installations.
- Assist skilled tradespeople, including outside contractors, engaged in construction, maintenance, and repair work, acting as a lead person on a maintenance work crew, when applicable.
- Perform tasks requiring specialized skill in the maintenance and operation of equipment, including but not limited to pickup trucks, pump trucks, pumps, generators, sewer maintenance equipment, vactor truck, jet flush truck, CCTV truck, snow removal, sanding, and salting equipment.
- Respond to routine inquiries, requests and complaints from residents, contractors, and other Town departments.
- Clean & inspect catch basins, sewer and drain lines, and structures.
- Maintain work area and equipment in a regulations and operable condition, adhering to applicable safety and health rules and regulations, and endeavoring to continuously improve services provided to taxpayers.
- Mandatory participation in the Snow & Ice Program, including treating roads with salt/chemical spreaders, plowing, snow hauling, and maintaining all equipment used.

Requirements:

To be considered for the position, applicants must have at least:

- Requires a valid MA Driver's License; CDL Class A or B
- Requires one (1) to three (3) years of directly relevant experience.
- General knowledge equivalent to the completion of high school and specialized courses; and the ability to communicate basic project information to members of the public.
- Ability to work with a team or independently.

Preferred Qualifications or Ability to Obtain the Following:

- CDL Tanker Endorsement, must have the ability to obtain in 6 months.
- Hoisting License Class 4E, must have the ability to obtain in 6 months.
- OSHA 10 Hour Training is required by the end of the first year of employment.
- Hoisting License Class 2B.
- CDL Class A.

Pre-Hire Process:

For positions requiring a Commercial Driver's License (CDL), the Town of Needham conducts pre-employment drug testing and post-employment random drug and alcohol testing in accordance with U.S. DOT Regulations.

How to Apply:

To apply, [please submit your resume and cover letter via our application portal.](#)

URL: <https://www.governmentjobs.com/careers/needhamma/jobs/4445547/craftworker-public-works?pagetype=jobOpportunitiesJobs>

Applications will be accepted on a rolling basis with the first round of review to begin for applications received before **5 PM on April 16, 2024.**

The Town of Needham is an Affirmative Action/Equal Opportunity Employer and is committed to fostering and encouraging a workplace comprised of individuals of diverse backgrounds, races, genders, abilities, religious beliefs, sexual orientation, and ages.