

Town of Halifax
Highway Department
Part-Time Summer Laborer
Job Description

Definition: Routine unskilled manual work performing general maintenance and other repair work related to Town streets, sidewalks, parking lots, and properties.

Working Conditions: Outdoor work is performed under varying weather conditions in which the employee may be exposed to adverse weather conditions such as extreme heat, cold or inclement weather. Indoor work is usually performed under shop conditions in which the employee may be subjected to some discomfort such as noise, etc. Primary risk of injury would be caused by strenuous physical effort required in performing job tasks under adverse weather conditions.

Requirements: Must have the ability to learn job tasks through on the job training and have the ability to comprehend and follow oral and written instructions while being able to perform assigned work tasks in a timely fashion without direct supervision constantly available. Must have valid Massachusetts driver's license. Must be 18 years of age or older.

Principal factors: Employee's primary contact is with other highway employees or other town employees performing public works tasks. Some contact with Town residents is also possible.

Examples of work: Assisting Highway Department with general Town property maintenance such as care, upkeep, minor repairs, and beautification of streets, parking lots, and other Town property including but not limited to raking, cutting grass, weed whacking, trimming, hauling debris, road-side trash pick up, etc. General assistance including but not limited to digging, moving/installing poles, signs, cleaning, washing, painting, unloading or loading of freight, assisting in the garage and office, moving files, furniture, taking inventories, handling and storing stock. Other various tasks will also be necessary.