



BOARD OF SELECTMEN  
TOWN OF NORTHFIELD

*www.northfieldma.gov*  
69 MAIN STREET  
NORTHFIELD, MASSACHUSETTS 01360-1017

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**ROADSIDE MOWER**

The Town of Northfield seeks a qualified individual to serve as Roadside Mower for the Highway Department. Duties include mowing roadside grass and minor vehicle maintenance; skilled manual and vehicle work supporting the repair and maintenance of town roads; and all other related work, as required. Minimum qualifications include a high school diploma or an equivalent combination of education and experience.

This is a temporary, seasonal, part-time position with no benefits. For a job description and application contact Town Hall, 69 Main Street, Northfield, MA 01360, (413) 498-2901. Download from [www.northfieldma.gov](http://www.northfieldma.gov). The position will remain open until filled. AA/EOE.

**Town of Northfield, Massachusetts**  
**Job Description**

|                        |                                   |                     |            |
|------------------------|-----------------------------------|---------------------|------------|
| <b>Position Title:</b> | Roadside Mower/Temporary Seasonal | <b>Grade Level:</b> | N/A        |
| <b>Department</b>      | Highway                           | <b>Date:</b>        | 01/31/17   |
| <b>Reports to:</b>     | Highway Superintendent            | <b>FLSA Status</b>  | Non-Exempt |

**Statement of Duties:** The Roadside Mower is responsible for the performance of skilled manual and vehicle work supporting the repair and maintenance of town roads; all other related work as required.

**Supervision Required:** Under the direct supervision of the Highway Superintendent or Foreman, receiving clear, detailed and specific instructions govern the work or are explained with each assignment. Questionable situations are referred to the supervisor. The supervisor reviews the work in progress or upon completion as necessary.

**Supervisory Responsibility:** The employee is not responsible for the regular supervision of other town employees.

**Confidentiality:** The employee does not have regular access to confidential information of the department in accordance with the State Public Records Law.

**Accountability:** Consequences of errors or poor judgement may include missed deadlines, adverse public relations, labor/material costs, jeopardize programs, person injury, and /or danger to public safety.

**Judgment:** Numerous standardized practices, procedures, or general instructions govern the work and in some cases, may require additional interpretation. Judgement is needed to locate, select and apply the most pertinent practice, procedure, regulation or guideline.

**Complexity:** The work consists of a variety of duties which generally follow standardized practices, procedures, regulations or guidelines. The sequence of work and/or the procedures followed vary according to the nature of the transaction and/or the information involved, or sought, in a particular situation.

**Work Environment:** The nature of duties may involve continuous presence of unpleasant or irritating elements, such as considerable noise, odors, chemical fumes, dust, smoke, extreme heat/cold temperatures, oil, dirt or grease. Work is continually performed outdoors, regardless of weather conditions. The employee may be required to work beyond normal business hours in response to man-made or natural emergencies on a 24/7, 365 days per year basis

**Nature and Purpose of Relationships:** Relationships are primarily with co-worker incidental to the purpose of the work involving giving and receiving factual information about the work. Ordinary courtesy and tact is required. Contacts with the public may occur on an occasional basis.

**Occupational Risk:** Essential functions regularly present potential risk of injury to the employee

**Recommended Minimum Qualifications:** Performs a variety of skilled and un-skilled manual work as assigned to repair and maintain municipal roadways, sidewalks, facilities and

*Roadside Mower*

Adopted by Selectboard Dec. 16, 2014

**Town of Northfield, Massachusetts**  
**Job Description**

infrastructure. Duties include but are not limited maintaining roadways by mowing roadsides. Performs preventative maintenance on equipment, greases, changes oil, and cleans equipment; changes tires; performs minor maintenance. Drives equipment and vehicles; lifts heavy objects. Performs similar or related work as required, or as situation dictates. Performs manual labor incidental to the work of operating assigned equipment.

**Education and Experience:** Minimum of a High School Diploma or related work experience and a valid Massachusetts Drivers license.

**Knowledge, Abilities and Skill:**

**Knowledge:** Knowledge of the geography of the Town including street layout and infrastructure. Knowledge of road construction preferred but not required, repair and maintenance. Thorough knowledge of techniques, equipment, materials and tools used in maintenance operations.

**Abilities:** Ability to understand and follow written and oral directions; ability to complete assigned work including use of equipment in a safe and efficient manner. Ability to complete assigned work in a safe and efficient manner often under adverse weather conditions.

**Skills:** Proficient mechanical skill in the operation of hand and power tools and equipment required to perform position duties. Proficient oral communication skill.

**Physical and Mental Requirements**

*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. Reasonable accommodations may be made to enable individuals with disabilities to perform the position's essential functions.*

**Physical Demands:** Work requires moderate intermittent physical strength and effort daily, such as lifting, pulling, pushing, standing or walking for the full work day. A great deal of physical effort must be exerted at this level. Travel, particularly during adverse weather conditions and troublesome road conditions required.

**Motor Skills:** Essential functions involve close hand and eye coordination and physical dexterity. Manipulation and motor control under adverse weather conditions which may require extreme accuracy to avoid damage to property or equipment. The manual skills required are comparable to those which might be needed to operate department equipment and Class B motor vehicles.

**Visual Skills:** Visual demands require the employee to rarely read documents and plans for general understanding. The employee is routinely required to determine color differences.

*This 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.*