

CITY OF MARLBOROUGH

Marlborough, MA 01752

DEPARTMENT OF PUBLIC WORKS – RESIDENT DROP-OFF FACILITY SMEO/LABORER

The City of Marlborough Department of Public Works is seeking to fill the full time (40 hours) position of SMEO/Laborer in the Resident Drop-Off Facility.

Posting Number:	AA#22-27	Date Posted:	June 24, 2022
Weekly Hours:	40 Hours/Week	FLSA:	Non-Exempt
Hiring Rate:	\$25.13/hr.	Bargaining Unit:	MPWEOA - Laborers
Step Rate:	\$25.13 – \$31.75/hr.	Location:	Various Locations

The employee is responsible for operating trucks/equipment and performing skilled/un-skilled manual labor in support of the maintenance and operation of the Resident Drop-Off Facility. In addition, the employee is responsible for assisting residents in their entrance and use of the and Resident Drop-Off Facility and providing exceptional customer service.

ESSENTIAL FUNCTIONS

(The essential functions or duties listed below are intended only as illustrations of the various type 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.)

- Open and close the Drop-Off Facility according to the schedule.
- Check all vehicles entering the facility for a valid City of Marlborough permits and issue new facility permits.
- Operate all aspects of facility software program
- Educate residents regarding recycling and facility regulations.
- Enforce Drop-Off Facility rules and regulations in a positive manner and adapt to particular situation.
- Ensure that no hazardous waste is disposed of at the facility.
- Operate all compactors and balers as needed.
- Perform site maintenance cleaning as necessary.
- Performs the hauling of various materials.
- Monitor container amounts and coordinate with vendors for pickup.
- Perform all tasks required for a safe and orderly operation of the Resident Drop-Off Facility.
- Participates in snow and ice operations.
- Attends seminars and training programs as required.
- Performs other duties as directed by the Resident Drop-Off Station Foreman, Assistant Commissioner of Operations or the Commissioner of Public Works.

WORK SHIFT

Tuesday through Saturday.

To see the full job description: [DPW – SMEO/Laborer - Resident Drop-Off Facility](#)

Interested candidates should forward cover letter and resume to:
hrjobs@marlborough-ma.gov

Position will remain open until filled.