

**Town Dump Truck Operator/Laborer**  
**Job description**  
**Woodstock Highway Department**

**Summary**

The Town Dump Truck Operator/Laborer primarily operates a dump truck year round for snow plowing, road sanding, road maintenance, etc.

**Supervision Received**

- Works under the general supervision of the Town Foreman and Director of Public Works.

**Essential Duties & Responsibilities**

- Plows Town streets.
- Operates dump truck for spreading salt and other deicing materials.
- Operates dump truck to pick up accumulated snow after large storms.
- Operates and drives dump truck in a safe and efficient manner, following all traffic laws, Town policies, and regulations.
- Loads and unloads materials using the dump truck's hydraulic system or manually as required.
- Transports materials to and from construction sites or other designated locations.
- Ensures that the load is secure and properly distributed to maintain stability during transportation.
- Performs pre-trip and post-trip inspections of the dump truck, including tires, brakes, lights, and other equipment to ensure proper functioning.
- Reports any mechanical issues or maintenance needs to the Director of Public Works.
- Follows established routes or work orders.
- Adheres to safety procedures and guidelines at all times, including the use of personal protective equipment (PPE).
- Communicates effectively with supervisors, team members, and site personnel to ensure smooth operations.
- Follows environmental guidelines and regulations for the disposal of materials, as applicable.
- Performs routine cleaning and maintenance of the dump truck, ensuring it is kept in a clean and presentable condition.
- Performs a variety of tasks such as cleaning culverts, installing signs, and general street and sewer maintenance.
- Performs other related duties as required.

**Minimum Qualifications**

- High School Degree or equivalent combination of education and experience.
- Must possess a CDL-B license or can obtain one.
- Must possess a DOT medical card.
- Ice/snow experience.
- Ability to work in adverse weather conditions.
- Proven experience operating dump trucks or similar heavy equipment.

- Solid understanding of safe driving practices, traffic rules, and regulations.
- Knowledge of basic vehicle maintenance and troubleshooting.

### **Special Requirements**

- Criminal background, motor vehicle, drug, and alcohol screening required.
- Must be available during winter months to be on call for one 24-hour day each week for snow plowing and ice control.
- Handwork with shovels, brooms, and other tools is required.
- Strong communication skills and the ability to work effectively with team members and supervisors.
- Strong focus on safety and following established protocols.

### **Physical Demands**

- Ability to lift 80 pounds.
- Must be physically fit for clearing ice from storm drains, shoveling snow, and using a walk behind snow blower.
- Physical ability to perform strenuous manual tasks often under adverse weather conditions.
- Excellent hand-eye coordination and physical stamina to operate heavy machinery for extended periods.

### **Work Environment & Schedule**

- Work is done outside in a truck/heavy equipment with manual labor work as needed.
- Environmental conditions to include operating equipment under adverse weather conditions (extreme cold and heat, extremes of noise and vibrations, fumes and dust may be present while operating or near equipment, and wet and/or humid conditions especially when exposed to weather and extreme heat conditions.
- Hazardous conditions include moving parts on equipment and machines; exposure to power lines; and traffic encountered while operating equipment and machines.
- This is a full-time position.
- This is a union position – IUPE 804.
- Regular hours are Monday through Friday, 7:00 am to 3:30 pm, with the ability to work overtime as required.