

**Working Foreman I  
Engineering/W&S  
City of Waltham**

**Job Responsibilities:** The purpose of this position is to provide direct in-field supervision of skilled, semi-skilled and unskilled employees working on all phases of construction, maintenance and repair operations of an assigned division. This includes coordinating work with other organizations, projects and requirements, identifying, preparing for and implementing maintenance, construction and reconstruction schedules and projects, monitoring and tracking work, providing instruction to subordinates regarding proper work methods, undertaking appropriate and warranted corrective actions, and maintaining necessary stocks of supplies and materials. May perform other duties assigned by Department Head. Required to respond to snow emergencies to operate snow plows, sidewalk plows, and other snow removal and sanding/salting equipment. This is a Civil Service position. Full job description through the Human Resources Dept.

**Qualifications:** High School diploma with two years of vocational, technical or post high school training. Five years of construction, maintenance and repair experiences relative to the department, three of which have been in a supervisory position or any equivalent combination of education and experience. Successfully passing a Criminal Offender Records Information (CORI), drug and alcohol, lift test and a background check are conditions of employment. Special Requirements: Valid D3 with the Massachusetts Department of Environmental Protection, DEP, Drinkwater distribution system operator licensing is required. A valid Commercial Driver's License (CDL)

**Rate of pay:** \$23.65 hr Excellent benefits

**Hours:** 7:00 am-3:30 pm

**Deadline to apply:** Open until filled

**Qualified candidates must submit an updated City of Waltham application, letter of intent and resume to:**

**City of Waltham  
Human Resources Department  
119 School Street  
Waltham, MA 02451  
781-314-3355 Fax 781-314-3358**

[mgullotti@city.waltham.ma.us](mailto:mgullotti@city.waltham.ma.us)

**Req # 2017-91**

