



## Town of Stoneham - Job Opportunity

**Job Title:** Water and Sewer Foreman Licensed Drinking Water Operator  
**Department:** Department of Public Works  
**Supervision:** Reports to the Deputy Director of Public Works  
**Scheduled Hours:** 40 hours per week  
**Grade:** 48  
**Salary Range:** \$59,836 to \$70,407 Annually

### **Essential Duties and Responsibilities**

The Town of Stoneham is seeking an individual to work under the general direction of the Deputy Director of Public Works. He /she will be responsible for the daily operations of:

- Water and Sewer

He/she will be directly responsible for planning, organizing, directing, inspecting, assigning personnel and equipment, controlling and monitoring the policies, priorities and work programs of the division listed above.

Additionally, he/she will be responsible for staffing, scheduling, motivating and supervising all activities and training including safety, for all personnel within the division above.

Other responsibilities include: budget control, record keeping, purchasing and vendor relations for the above mentioned division, and coordinating emergency operations.

### **Education and Experience**

- High School diploma or equivalency and some vocational training.
- Five years of experience in Public Works maintenance programs, or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.
- A Massachusetts Commercial Driver's License Class B with air brake and tank endorsement.
- Hoisting License Class 2A.
- Licensed Drinking Water Operator must be licensed by the Commonwealth of Massachusetts Drinking Water Board as a Class 3D Operator (minimum).

### **Application Process:**

Interested qualified candidates should apply with the following materials:

- Cover Letter (indicating position applied for )
- Resume
- Three professional references
- Employment applications are **required**, a copy is available on the web site as well as full job description.

Applications can be sent via email to: [dgaffey@stoneham-ma.gov](mailto:dgaffey@stoneham-ma.gov) or by mail:

Town of Stoneham  
35 Central Street  
Stoneham, MA  
Attention: Donna Gaffey, Human Resources

The position will remain open until February 15, 2019

**The Town of Stoneham is an Equal Opportunity/Affirmative Action Employer**