



Town of Middlebury

Temporary Full-Time Winter Sidewalk Maintainer

This is a temporary full-time position starting December 1st and ending on March 31st. This is a semi-skilled position of moderate complexity, work involves performing a wide variety of tasks involved in sidewalk maintenance, equipment operation and public infrastructure maintenance.

Work is performed in accordance with established routines and procedures, with employee making only limited decisions, which follow well-established precedence. Direct supervision is received from a superior. Work typically originates from either assignment from a supervisor or due to normal operations involved in winter sidewalk maintenance. Work is reviewed by periodic inspection and evaluation of work in progress or upon completion.

Complete job description and application may be obtained on-line at www.townofmiddlebury.org, at the Municipal Building, 77 Main Street, or by calling Crystal Grant at 388-8100, Ext 206.

**Town of Middlebury
Job Description**

Title: Sidewalk Maintainer Department: Public Works
Reports to: Highway Division Chief Date Prepared: November 1, 2022

Overview

This is a temporary, full-time position starting December 1st and ending on March 31st. This is a semi-skilled position of moderate complexity in sidewalk maintenance and equipment operation. The position requires familiarity with required vehicles and equipment and an understanding of how to operate them safely and efficiently. This position requires good judgment to ensure the safety of the public and town employees.

This position often requires moderate physical effort. Work is performed under varying weather conditions, with exposure associated with traffic, equipment operation, and construction activities.

Duties and Responsibilities:

- Perform snow and ice removal on municipal sidewalks.
- Operate sidewalk plow.
- Interact with public in a positive manner that inspires confidence in the town.
- Perform routine maintenance checks on Town equipment prior to each use and notify supervisor of any needed maintenance or repairs.
- Work with supervisor regarding the monitoring of weather conditions and evaluation of the need for snow and/or ice removal.
- Operate equipment in a safe manner.
- Performs other duties assigned by supervisor.

Requirements of Work

- Ability to operate all required equipment, including but not limited to sidewalk plow, snowblower and salter.
- Ability to work as part of a team.
- Ability to complete projects requiring moderate physical labor.
- Ability to develop institutional knowledge such as structures to avoid when plowing, techniques for plowing difficult sections, which routes to plow first, etc.
- Ability to recognize maintenance and repair problems which could result in significant damage if deferred.
- Ability to perform duties under varying weather conditions for long hours.
- Ability to work varying hours and to work independently.

Education, Training and Experience

- Valid Vermont driver's license.
- High school education or GED.
- Knowledge of sidewalk maintenance equipment.

Disclaimer

The information provided in this job description is intended to describe the general nature of this position and is not to be considered a complete statement of duties, responsibilities, and requirements.