
TOWN OF MEDWAY

Parks/Recycle Supervisor Department of Public Works

The Town of Medway seeks a full time, forty (40) hour Parks/Recycle Supervisor for the Department of Public Works, partial weekends required. Under the general supervision of the Operations Manager, the candidate will oversee the operation, administration, and maintenance of the Solid Waste, Recycling, and Parks Division assets; supervise personnel; assist with the enforcement of rules, regulations, laws, and ordinances relating to the Commonwealth of Massachusetts and the Town of Medway health and sanitary codes/regulations pertaining to solid waste management.

Minimum Qualifications: Five (5)-seven (7) years experience in Public Works activities, as well as supervisor experience in the profession; MA CDL class B and Hoisting licenses; encouraged to obtain a MA Pesticide License and a MA Arborist Certificate as required by MGL 41 pertaining to duties as Tree Warden; working knowledge of materials and techniques of natural and synthetic grounds and recreational facilities maintenance, knowledge of principles, practices, and techniques of tree maintenance and removal, vegetation management, turf management and right of way maintenance; computer skills including Microsoft Windows software and Municipal permitting; strong verbal and written communication skills; demonstrated report preparation as well as the ability to produce analytical data.

Please send cover letter and resume and employment application to HR Coordinator, Cheryl Houle at choule@townofmedway.org or Town Hall, Human Resources 155 Village St., Medway, MA 02053. The application can be found on the Town website <https://www.townofmedway.org/human-resources/files/employment-application-2>

Salary: Grade 7 \$25.01 – \$28.95 per hour (hiring range)

Schedule: Monday, Tuesday and Wednesday – 7:00 am to 4:15 pm

Thursday - 7:00 am to 12:45 pm

Friday and Saturday - off

Sunday - 7:00 am to 3:30 pm

Date of Posting: September 4, 2024

Closing Date: September 27, 2024

Applications reviewed on a rolling basis and position will remain open until filled.

To be posted at: Town Hall, Fire Station I and II, Library, Highway, Police Station, Senior Center

The Town of Medway is an Equal Opportunity Employer