

**TOWNSHIP OF FRANKLIN**

**JOB DESCRIPTION**

**Title: Crewman**

**Department: PUBLIC WORKS DEPT.**

**Immediate Supervisor Title: DPW Supervisor CPWM CRP**

**Work Location: PUBLIC WORKS FACILITY**

**Hours of Work: 8 HR DAY, 5 DAY WEEK  
(ON CALL 24 HRS. DAILY, 7 DAYS A WEEK)**

**GENERAL STATEMENT OF DUTIES:**

Under the supervision and direction of the Supervisor of Public Works and Assistant Supervisor of Public Works, has the ability to operate any and all essential equipment; is an essential member of the work force while in the field and while engaged in the maintenance, construction and repair of roads and public grounds and equipment; assists with manual labor, snow removal and various situations involving daily and after hour emergencies and emergency responses.

**EXAMPLES OF WORK PERFORMED:**

Works independently and or with crew in field operations.

Operates mechanized equipment requiring a highly specialized operator skill level , including, frontend loaders, tractors/mowers, trucks, back hoes, graders, sweepers, specialized snow removal equipment.

Keeps records of quantities of materials used on jobs.

Establishes priorities and deadlines according to workload.

Reviews work assignments on a daily basis, accommodating the challenges of the day as effectively as possible.

Works closely with and provides assistance to crew on difficult or unfamiliar work projects.

Informs Supervisor of job problems or needed equipment and supplies.

Formulates and executes plans for the effective utilization of available materials and supplies.

Performs road maintenance, repairs and new installations.

Performs storm drain installation, maintenance and repair.

Operates, checks, services, and make minor repairs to trucks and other road maintenance and construction and snow removal equipment.

Operates brush chipper, chainsaws, pole saw, tractors and mowers.

Performs snow removal and emergency snow removal, salting and sanding.

Performs a variety of manual unskilled laboring tasks and work assignments.

Respond to resident complaints, questions and problems.

Prepares basic reports and maintenance records.

Is required to be punctual and be in regular attendance.

Works overtime when required to perform snow removal services, emergency road repairs and/or as otherwise directed to serve the sometimes emergent needs of the community.

Performs other duties as assigned.

## **REQUIREMENTS**

### **EDUCATION:**

High School Diploma and or equivalent. Five (5) years experience in the construction field

### **LICENSE:**

Appointee must possess a valid New Jersey driver's license.

Appointee must possess a valid New Jersey CDL, Class "A."

### **SPECIAL JOB REQUIREMENTS:**

Due to the emergency functions required of the position, the appointee must reside within ten (10) miles of the Township of Franklin.

### **KNOWLEDGE AND ABILITIES:**

Ability to follow specific oral or written instruction.

Ability to work without close/constant supervision in performing work assignments.

Ability to direct employees and supervise the work of which they perform.

Ability to work and maintain a cooperative relationship with fellow employees, Township officials and the general public.

Ability to perform manual labor and lift heavy objects.

Ability to learn to utilize various types of electronic and/or manual recording and information systems.

Ability to operate a two-way radio.

Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.