



**Town of Hanover**  
**Department of Public Works**  
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*Water Operations*

**TO:** Bulletin Boards at Town Hall, School Department, Library, DPW, Fire Department, Police Station, Council on Aging and the Town's Website

**FROM:** Victor Diniak, Director of Public Works

**DATE:** February 20, 2024

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## **Job Posting**

### **P5 - Skilled Water Distribution Mechanic**

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The Town of Hanover Department of Public Works seeks a skilled Water Distribution Mechanic. Essential duties and responsibilities include, but are not limited to: installation and maintenance of water pipes, hydrants, valves, etc.; monitoring and assisting outside contractors; safe and efficient operation of all Water Distribution vehicles & equipment; performing backflow tests and cross connection surveys, and participation in the Town's snow & ice removal operations.

This is a full-time, hourly rate position that requires a full commitment to regular Monday-Friday operating hours. This position is covered under the Hanover Department of Public Works, AFSCME; \$28.32 per hour (P-5, Step 1). Additionally, applicants shall be willing to respond to Town-wide off-hour emergencies and support other DPW Divisions as needed or directed, including Snow & Ice Operations.

Applicants shall possess and maintain a valid Massachusetts Class B CDL with air brake endorsement, Class 1B Hosting Engineer's License, minimum Grade IID or IIC Drinking Water Supply Operators Certification, and Cross Connection Inspector and Surveyor Certificate.

Deadline for application is March 4, 2024, ***or until the position is filled***. Apply in person at the DPW Administrative Office, 495 Hanover Street, Hanover, MA 02339. Office hours are Monday thru Friday, 8 am to 4 pm.

The successful candidate must also pass and maintain a clean status with CORI and other background checks as a condition of employment.

## **JOB DESCRIPTION**

**Job Title:** Skilled Water Distribution Mechanic – Water – P5  
**Department:** Department of Public Works  
**Reports To:** Water Distribution Foreman  
**FLSA Status:** Non-Exempt  
**Prepared By:** DPW Superintendent and Union Representatives  
**Prepared Date:** 1/2000  
**Approved By:**  
**Approved Date:**

### **SUMMARY**

Performs all water distribution maintenance and operations functions and operates all associated water distribution equipment and vehicles.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Performs all of the duties of lower water distribution classifications and in addition:

1. Efficiently installs and maintains water pipes, gate valves, corporation cocks, water services (1" to 2"), gate boxes, curb boxes, curb stops, hydrants, meters, meter pits, hydrant stakes.
2. Operate hydrants and valves
3. Perform, monitor, and assist outside contractors in the performance of flow tests, pressure tests, and chlorination's.
4. Inspect new installations and repairs of water mains, fittings, hydrants, and water services.
5. Operates all water distribution vehicles and equipment including jack hammers (60-90 pounds), compressors, pumps, tapping machines, saws, hydraulic and air operated tools, cranes (up to 5 tons) and all CDL Trucks Class B with air brakes.
6. Read and record data of pumping stations, pipe and service installations and inspections, private well inspections.
7. Perform installations and maintenance activities in confined space areas .
8. Receive deliveries.
9. Performs backflow tests and cross connection surveys.
10. Performs all daily normal and emergency maintenance to water distribution equipment and facilities.
11. Flush Hydrants.
12. Snow removal.

### **SUPERVISORY RESPONSIBILITY:**

May direct the activities of persons of lower classifications in conjunction with work being performed by or with equipment being operated or activities being carried out.

### **SUPERVISION RECEIVED:**

Works directly under and reports to the Water Distribution Foreman or his/her designee. May be directed by working foremen of other divisions when assigned to activities supervised by these individuals.

### **EDUCATION and/or EXPERIENCE**

**Education** - Requires a minimum of a high school diploma or equivalent.

**Experience** - Requires a minimum of three years experience at a lower DPW classification or equivalent experience. Requires general knowledge of public works operations and equipment and operations of water distribution structures.

**ACCOUNTABILITY**

Makes decisions involving activities under his/her control. Responsible for the safe operation of the equipment under his/her control. Policy decisions are to be deferred to the responsible working foreman. Has input in all decisions affecting activity and safety.

**LANGUAGE SKILLS**

Must be capable of effectively communicating and consulting with residents and other town departments on matters and problems relating to the Water Distribution Division and its activities.

**MATHEMATICAL SKILLS**

Intermediate skills such as the ability to (using a calculator) add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

**REASONING ABILITY**

Basic skills such as the ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**CERTIFICATES, LICENSES, REGISTRATIONS**

Must possess and maintain all licenses and certifications required for this position. Requires a Class B CDL with air brake endorsement, a Class 1B Hoisting Engineer's License, minimum Grade IID or IIC Drinking Water Supply Operators Certification, and Cross Connection Inspector and Surveyor Certificate.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical work inside and outside in all weather conditions.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear. The employee must frequently lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.