



# City of Revere

## JOB POSTING

**JOB TITLE:** General Foreman

**DEPARTMENT:** Water and Sewer/Public Works Department

**Location:** Revere DPW, 321 Rear Charger Street, Revere, MA 02151 (location may vary)

**Hours:** This is a 5-day week work shift, afternoons and weekends may be required.

**Salary:** \$80,000 - \$95,000, including benefits. This is a Union position – Local 22.

## THE CITY OF REVERE

The [City of Revere](#) is a thriving, fast growing, and vibrant City. Revere has become one of the most desirable cities in the region to live and work. The City of Revere envisions a municipality that fosters a more welcoming, nurturing, and inclusive government that invests in staff success and development. Due to its distinctiveness, the City of Revere is a wonderful place to work, with great benefits, salaries, incentives, and most importantly, the opportunity to serve its residents and grow professionally in the fascinating world of public service. Creating and sustaining a culture in City Hall to ensure that residents across the city feel that government is more responsive to their needs and concerns, an entity that they can trust and that is accountable.

## DEFINITION

This position performs a variety of duties related to the supervision and management of the Water and Sewer Department/ General Side of DPW. The incumbent serves as a first line manger to craftsman, working foremen, supervisors, and lead supervisors. The person(s) in this position serves as an assistant and advisor to senior management.

## ESSENTIAL FUNCTIONS

- Acts as a supervisor to craftsmen, foreman, supervisors, lead supervisors and other departmental employees.
- Submits daily and/or weekly electronic reports to upper management.
- Takes corrective action and enforces progressive discipline when necessary.
- Assists, guides, and supports the lead supervisor (s) in preparing work assignments.
- Enforces safety regulation.
- Puts trainings together in partnership with HR and upper management.
- Maintains, tracks and orders supplies.

- Receives and investigates complaints from residents and/or administration.
- Acts as a liaison between employees and the administration.
- Assists in overseeing employees and private contractors during declared emergencies.
- Assists Superintendent and Assistant Superintendent, as necessary.
- Performs other related duties as required.
- Familiarity with SAMSARA for inventory control device purposes, and vehicle maintenance.
- OSHA 30 Hour training preferred.

## **SUPERVISION**

Performs duties for and under the direction of the Superintendent and the Chief of Infrastructure.

## **QUALIFICATIONS**

- High school diploma or equivalent
- At least five 2.5 to 5 years of related experience.
- At least three (3) years of supervisory experience, preferably in a governmental or union setting.
- Must be able to pass a pre-employment drug screen test.
- Must be able to lift or move up to one hundred pounds with assistance.
- Must have a valid CDL license.
- Must have a valid Hoisting Equipment Operators license.
- Class D III Water Distribution License preferred.
- Experienced using Municipal Applications and Systems.
- Familiarity with SAMSARA for inventory control device purposes.
- OSHA 30 Hour training preferred.
- Must be proficient in the use of Microsoft office products.
- Must be able to use handheld computer devices.

## **KNOWLEDGE, SKILLS AND ABILITIES**

### **KNOWLEDGE:**

- Working knowledge of the use of common and specialized tools

### **SKILLS:**

- Skilled in the use of power and hand tools.

### **ABILITIES:**

- Ability to follow oral and written instructions.
- Ability to use software on computers and mobile devices.

## **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.

While performing the duties of this job, the employee is regularly required to use hands, fingers, feel or operate objects, tools or controls and reach with hands and arms and to talk and hear. The employee is required to stand, walk, sit, climb, or balance. The employee is frequently required to stoop, kneel, crouch or crawl. The employee must frequently lift and or move up to 25 pounds and occasionally lift and or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance and peripheral 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 essential functions of this job.

While performing the duties of this job, the employee works in outside weather conditions. Often, employees will have to work during inclement weather conditions such as heavy rain, snow, flooding, hot and cold. The employee works near moving mechanical parts and is exposed to wet and humid conditions along with vibration. The employee occasionally works in precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals and risk of electric shock. Work hours outside regular schedule may be required.

The noise level in the work environment is very loud in field settings and moderately loud at other work locations.

### **DISCLAIMER**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of the person so classified. All personnel may be required to perform duties outside of their normal responsibilities as needed.

The City of Revere is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, national origin, disability or protected veteran status, or any other legally protected basis, in accordance with applicable law.

The listed terms, conditions and offers are not contractual bindings.

Interested candidates should apply via the City's [Online Application Portal](#).

[Apply Online](#)