



JOHN SALOMONE
TOWN MANAGER

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

CAREER OPPORTUNITY

POSITION: WELDER – MECHANIC HELPER	PAY: \$ 24.62 /HR	CLASSIFICATION/ GRADE: HLT-13	EEOC Labor/Trade
LOCATION: Highway Department 281 Milk Lane	APPLY BY: 4:30 p.m. October 3, 2011	APPLY TO: Town Manager 131 Cedar Street Newington, CT 06111	

POSITION DESCRIPTION:

Under supervision of the Mechanic Foreperson; performs welding in accordance with standard trade practices; performs various tasks in the repair and maintenance of machinery, equipment, motor vehicles and heavy duty trucks; and performs related work as needed.

ESSENTIAL FUNCTIONS:

- Welds damaged plows, plow frames, truck bodies, frames and other equipment
- Helps in repairing and reconditioning mechanical equipment including automobiles, trucks, graders, tractors, pumps, air compressors, lawn mowers and other specialized equipment associated with Public Works.
- May operate heavy and special construction equipment as needed
- Assists in snow plowing and leaf collection activities as directed
- Performs other related tasks or duties as required or directed.

MINIMUM QUALIFICATIONS:

- High school or technical school education and;
- One year experience as a journeyman welder
- Three years experience in mechanical repair work or an equivalent combination of training and experience

See attached Job Description for complete details/requirements. Job Description subject to change.

Testing Procedure: Written and/or Practical Testing
May also include Oral Panel and/or Interview

Formal Town application required – available through Town Manager's Office or at www.newingtonct.gov

The Town of Newington is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of age, sex, race, color, religion, marital status, sexual preference, national origin, or disability.

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townmanager@newingtonct.gov
www.newingtonct.gov

TOWN OF NEWINGTON

TITLE: Welder-Mechanic's Helper

GRADE: HLT-13

DEPARTMENT: Highway Department

COUNCIL ADOPTED: DRAFT 2/10/10

POSITION DESCRIPTION

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- Assists in snow plowing and leaf collection activities as directed

ADDITIONAL JOB FUNCTIONS

- Performs other related tasks or duties as required or directed

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- One year experience as a journeyman welder and three years experience in mechanical repair work or an equivalent combination of training and experience
- A commitment to excellence in customer service
- Good working knowledge of the tools, materials, methods and standard practices of the welding trade
- Good working knowledge of modern methods, tools and equipment of the automotive and heavy truck repair industry
- Working knowledge of the occupational hazards and safety precautions of the trade
- Skill in the use and care of the hand, electronic, and machine tools employed in automotive and truck repair
- Ability to understand and follow quickly and accurately oral and written instructions

REQUIRED PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS

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

- Sufficient stamina and strength to be exposed to the discomforts of working outdoors on occasion
- Ability to push/ pull/ lift objects generally weighing fifty (50) pounds or more
- Sufficient stamina and good health to perform strenuous physical labor
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus
- Ability to hear normal sounds with some background noise and to communicate effectively
- Ability to concentrate on fine detail with some interruptions
- Ability to read and comprehend complex vehicle and equipment repair manuals

REQUIRED MINIMUM QUALIFICATIONS

The skills and knowledge required would generally be acquired with:

- High school or technical school education and;
- One year experience as a journeyman welder
- Three years experience in mechanical repair work or an equivalent combination of training and experience

LICENSE OR CERTIFICATE

- A valid class "B" Connecticut commercial Drivers License

Note: The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility.

I understand that nothing in this position description restricts the Town's right to assign or reassign duties and responsibilities to this job at any time. I also understand that this position description reflects the Town Administration's assignment of essential functions; it does not prescribe nor restrict the tasks that may be assigned. I further understand that this position description may be subject to change at any time due to reasonable accommodation or other reasons.

I have reviewed this document and discussed its contents with my supervisor and I fully understand the nature and purpose of this position description and its related duties.

Employee

Date

Supervisor

Date