



# Town of Saugus

Human Resources  
298 Central Street  
Saugus, Massachusetts 01906  
Telephone: (781) 231-4126 Fax: (781) 231-5666



## **Job Posting**

**Job Title: Sewer Division Foreman**

**Location: Department of Public Works**

**Pay Range (Union Scale): \$57,155 to \$70,200**

**Summary of Position Responsibilities:** Repairs, maintains and tests the sewer lift stations and sewer collection system by performing the following duties personally or through subordinates. Must be available for emergency services twenty four hours a day, seven days a week, and 365 days of the year. Supervises the operation of the Sewer Division including organizing work of town staff as well as vendors and contractors including planning, setting up and overseeing this work. Plans, assigns, schedules, supervises and reviews work of subordinates and provides supervisory advice and assistance in the solution of difficult, unusual or emergency work problems. Supervises crew and participates in sewer construction, operations and maintenance and repair projects including excavating; grading; sheathing; backfilling ditches, trenches and tunnels; masonry work; laying pipes; and making joints and connections. Purchases tools, equipment and materials necessary for projects supervised. Makes oral and written reports to the Public Works Director or his designee on progress of each project and assignment. Enforces safety regulations. Coordinate, organize and overseeing duties performed by outside vendors such as sewer line maintenance & repair & lift station operation and maintenance and repair. In doing so, must be very familiar with Sewer Collection O&M report completed by CDM in 2005.

### **Qualifications:**

A Grade 2 Wastewater Operator's License is required. If you do not possess this license, it is required within a year of employment.

An individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Associate's degree or equivalent from two-year College or technical school; or one year related experience and/or training; or equivalent combination of both.

**Internal Applicants should apply at [HR@saugus-ma.gov](mailto:HR@saugus-ma.gov)**

**Qualified Candidates:** Please e-mail all cover letters/resumes to the Human Resources Department at [HR@saugus-ma.gov](mailto:HR@saugus-ma.gov).

*Applications will be kept on file for a period of one year.*

*The Town of Saugus is an equal opportunity employer.*

*Federal Law forbids discrimination based on race, religion, sexual orientation, national origin, age, marital status, or disability.*