

## **Department Heads**

Jeffrey Getman – Highway  
Super  
Ashley Gibson – Town Clerk,  
Tax Collector, Registrar  
Laura Snow – Assessor  
Vivian Woodworth – Justice  
Sam Koehler – Code Officer

## **TOWN OF HARTSVILLE**

David Gerhard, Supervisor  
5150 Purdy Creek Road  
Hornell, New York 14843  
**Phone (607) 968-4974**

**Email: hartsvillet17@gmail.com**  
**Highway Department: (607) 382-1834**  
**Email: hartsvillhgwysup@aol.com**

## **Town Board**

Heidi Margeson  
Leon Woodworth Jr  
Brinette Steffey  
Misti Carbone

# **Town of Hartsville Motor Equipment Operator (MEO) / Town Highway Worker**

The Town of Hartsville is actively seeking to hire a full time MEO / Town Highway Worker.

### **Typical work activities / responsibilities:**

- Operates a truck for the application of sand/salt on icy roads, transportation of stone/gravel, supplies and other materials, and for the removal of snow, brush, refuse, and other items associated with public works activities.
- Operates a truck or tractor with the snow loader, snowplow, or other attachment.
- Operates light automotive equipment such as loaders, rollers, and backhoes used in road, street, and rural highway construction, repair, and maintenance.
- Operates a variety of auxiliary equipment including compressors, chippers, and chain saws.
- Operates mowers in cutting of grass or brush from the roadside and public places.
- Operates a grader, excavator, or other automotive equipment as assigned provided the operator meets the special requirements to operate said equipment.
- May operate yard or field equipment such as stone crusher, conveyors, or loaders.
- Performs preventive maintenance on vehicles and equipment and maintains it in a clean, job-ready condition.
- Reports equipment malfunctions immediately to the superintendent.
- Performs a variety of manual labor tasks such as loading and unloading trucks, digging ditches, cutting trees and brush, cleaning culverts and catch basins, and cleaning the shop.
- May supervise laborers or other subordinates as specific projects dictate.
- Other related duties and responsibilities may be assigned.
- Yearly education to be maintained.

### **Full Performance knowledge, skills, abilities, and personal characteristics:**

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- Good knowledge of the operation of trucks, snowplows, tractors, dump trucks, and other light automotive equipment and auxiliary equipment.
- Good knowledge of the geography of the area which assigned to.
- Ability to perform preventive maintenance on light automotive equipment.
- Ability to understand and follow simple oral and written directions.
- Mechanical aptitude.
- Manual dexterity, good motor skills, and good hand/eye coordination.
- Willingness to respond to emergencies.
- Willingness to work outdoors under adverse weather conditions.
- Good judgment, and dependable.

### Special Requirements:

- Possession of a valid New York State Class B Commercial Driver's License is required for hire and must be maintained on a continuous basis throughout the term of employment.
- Preferred Possession of a Tank endorsement upon hire.
  - If not already obtained, required with-in 6 months of hire.

### Compensation:

- Salary – Starting at \$17.00 per hour (Union Affiliated) with current top rate of \$20.00 per hour within two years. To be discussed during the interview.
- Health/Medical Stipend of \$900 per month after 3 months of service. This equates to approximately another \$5.19 per hour based on a standard 2,080 hours per year basis.
- Standard holidays, sick time, etc. all apply. To be discussed during the interview.

### How to Apply:

- Fill out an application found on the Town of Hartsville website <https://townofhartsville.com> under "Community – Forms and Permits"
- Submit it along with a resume to the Highway Superintendent at [hartsvillhgwysup@aol.com](mailto:hartsvillhgwysup@aol.com)