



TOWN OF MILFORD
DEPARTMENT OF PUBLIC WORKS
IMMEDIATE OPENING FOR
FOREMAN – CEMETERIES AND PARKS

The Milford Department of Public Works is seeking a qualified individual to fill the position of Foreman (Grade 17) within our Public Works Department. This position is a full-time, non-exempt, 40 hours/week position, reporting directly to the Director of Public Works. Hours, generally, 7:00 – 3:30 Monday-Friday.

The Foreman will plan, coordinate, supervise and direct the safe and efficient operations of all daily activities and operations of light or heavy equipment or vehicles (**CDL required**); tools and other moderately complex equipment involving the construction, repairing, cleaning and maintenance of town parks and cemeteries; as well as performing a variety of related tasks in connect with such operations including snow removal activities as needed.

It will take a unique person to fill this role. Strong candidates must have:

- the ability to deal with people at a very emotionally difficult time in their lives;
- the ability to conduct themselves in a professional manner,
- the ability to read cemetery maps for purpose of lot sales and;
- experience installing head stones;

The position requires independent and competent judgment in the operation of equipment and completion of assigned tasks. Additionally, the candidate should possess characteristics of being a conscientious, honest, energetic and dependable employee while maintaining a safe workplace. Candidate must be a self-starter and be able to understand and follow oral and written directives, as well as the ability to effectively and accurately communicate both orally and in writing.

A successful applicant must possess a minimum of a NH Class B CDL (Class A CDL is preferred). High School diploma or equivalent required, plus a minimum of 4 year of progressive responsible experience in parks and cemetery, and with landscape and snow removal maintenance. Any combination of education and experience which demonstrates possession of the required knowledge, skill and ability considered. Pay commensurate with experience. Starting wage generally not to exceed \$25.00 - \$30.00/hour.

Completion of a Town of Milford application is required. Applications can be obtained via the [Town of Milford](#) - website or in person at the following locations:

Town of Milford Department of Public Works 289 South Street Milford NH 03055	OR	Town of Milford Human Resources 1 Union Square Milford NH 03055
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Applicants may also apply via the on-line portal at <https://milfordnh.applicantpro.com>

Excellent Town Benefits to include: NH Retirement System participation; 2 weeks vacation per year, 3 personal days, 12 holidays (pro-rated); health and dental insurance and more.

We will be accepting applications until the position is filled. Interviews will be on-going.

Open until filled

The Town of Milford is an Equal Opportunity Employer