

North Newton Township Public Works Laborer – Part-time or Full-time Public Works CDL Laborer – Part-time or Full-time

DEFINITION:

This is a position in the Public Works Department which performs maintenance and construction on township roads and property requiring manual labor as well as use and operation of various hand and power tools, heavy equipment and vehicles.

This position may be part-time, full-time or seasonal depending upon the needs of the Township at the time of employment. Specific hours will be discussed with applicants.

Part-time hours are defined as less than 35 hours per week.

Full-time hours are defined as at least 35 hours per week.

TYPICAL DUTIES:

- Complete daily work assignments from the Roadmaster(s)
- Assist in repair, maintenance, and construction of township roads including traffic control
- Mow weeds and cut brush along township roads
- Grade along township roads for proper drainage
- Maintain culvert pipes, storm drains and road signs along township roads
- Plow and cinder township roads in winter including during inclement weather
- Maintain and repair township vehicles and equipment
- Perform interior and exterior maintenance and improvements at township park
- Assist with maintenance of all buildings and grounds
- Perform tasks related to the municipal trash & recycling program and clean up days
- Keep garage, tools and equipment organized, clean and in good condition
- Attend training as requested
- Perform other duties as assigned

QUALIFICATION REQUIREMENTS:

- Must be at least 21 years of age
- Have knowledge of road construction work or the ability and willingness to learn
- Experience operating heavy equipment or the ability and willingness to learn
- Be available to plow and cinder roads on an on-call basis
- Prefer possession of a Class B license *with clear accident record at time of hire*
Class B w/air brake endorsement may be required
- Ability to take direction and complete tasks
- Ability to recognize work that needs done and perform the task without further direction
- Ability to learn and perform routine mechanical operations
- Ability to learn and perform the safe operation of equipment and vehicles
- Ability to work with others and alone
- Ability and willingness to use required safety equipment and to comply with safe operation of power equipment and vehicles
- Must submit to pre-employment drug test and periodic random drug/alcohol testing as required by law
- Township resident preferred

- Physical requirements include:
 - Ability to work outside in weather that may include extreme seasonal conditions
 - Ability to lift and/or move 50 lbs

EXPERIENCE AND TRAINING:

- High School diploma or the equivalent
- Mechanical experience preferred

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