TITLE: CDL/LABORER

FLSA STATUS: NON-EXEMPT

DESCRIPTION: This is a skilled maintenance position with the Township. The employee performs a variety of tasks related to the Township infrastructure, buildings, and parks involving the operations of Township vehicles, equipment and manual labor.

REPORTING RESPONSIBILITY: This employee reports to the Public Works Foreman. In his absence the employee reports directly to the Director of Public Works.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following but are not limited to:

- Operate a variety of heavy equipment such as backhoe, loader, road grader, boom mower, hook truck, bucket truck, etc.
- Erects and repairs and installs as necessary all guide rails, highway markers, street signs, and snow fences
- Plow snow and perform other snow and ice control operations
- Pave, patch and maintain all township roads and streets
- Drive truck to haul, dump, and spread materials
- Maintains/repairs sewer and or storm water facilities
- Operates a variety of power driven light equipment such as chain saws, drills and lawn mowers, etc
- Perform carpentry, plumbing, mechanical, electrical, masonry and metal fabrication work as needed
- Performs service and preventive maintenance on all Township-owned vehicles and equipment as needed
- Maintenance and repairs of parks and public grounds to include but not limited to: trimming of grass, shrubbery and trees; minor construction and renovations, assembling and positioning of various items of playground equipment, maintaining of ball fields, picnic areas and playground equipment, prepares site and seed lawns, pick up and dispose of all trash and liter daily, check all park areas on a regular schedule to look for problems, vandalism or work needing to be done, report any vandalism to Public Works Foreman or Director of Public Works.
- Maintain inventory and utilize equipment and materials in a safe and efficient manner
- Maintenance and repair of Township Buildings to include but not limited to: snow removal around all entrance ways, sidewalks and parking areas
- Other duties as assigned

PHYSICAL DEMANDS: The employee must be able to see, hear, walk, stand, squat, rake, move 100 pounds from one location to another, climb stairs and ladders, climb in and out of ditches, manholes, inlets, etc. The employee works outside daily and is exposed to dirt, dust, noise, grease, oil, diesel fuel, gasoline, sewage, fumes, water, cold, heat, snow and rain. In addition, the employee must be able to drive all township trucks and operate all township equipment.

MENTAL DEMANDS: The employee must be able to read and write at a high school level, reason and solve problems. The employee interacts with residents frequently and is often in the public eye and must act accordingly.

REQUIRED EDUCATION AND EXPERIENCE: The employee should have a high school diploma or equivalent and at least six (6) months experience, in a construction or Public Works job entailing duties similar to those required for this position. In addition, the employee should have a basic knowledge of construction practices, mechanics, confined spaces and trench work.

SKILLS: The employee must be able to drive all township trucks and operate all township public works equipment.

REQUIRED LICENSES: Minimum CDL Class B with Air