

JOB DESCRIPTION

POSITION TITLE: PUBLIC WORKS LABORER
DEPARTMENT: PUBLIC WORKS
REPORTS TO: SUPERINTENDENT OF PUBLIC WORKS

Overview: This position is responsible for assisting with the maintenance of city streets, facilities, and properties.

ESSENTIAL DUTIES

- Maintains streets by repairing potholes and damaged sections, applying preventive sealer, maintaining painted markings, and sweeping/raking as needed.
- Performs cold and hot asphalt patching.
- Monitors rain sewers and ensures that all are draining properly.
- Maintains city's signs and signposts.
- Mows, trims, prunes, and removes trash at city properties and common grounds.
- Maintains roadsides through brush clearing and tree trimming.
- Performs needed maintenance for City Hall and Public Works buildings.
- Plows city streets in winter.
- Removes trash from roadside.
- Maintains work tools.
- Performs office cleaning.
- Parks Maintenance
- Facilities Maintenance
- Other duties as assigned.

Education & Directly Applicable Experience

High School diploma (equivalent or ability to obtain).

Commercial Driver's License (CDL) preferred.

Supervisory Controls

The supervisor provides continuing or individual assignments by indicating generally what is to be done, limitations, quality and quantity expected, deadlines, and priority of assignments. The supervisor provides additional, specific instructions for new, difficult or unusual assignments including suggested work methods or advice on source material available.