

DEPARTMENT: PUBLIC WORKS

TITLE: LABORER

IMMEDIATE SUPERVISOR: PUBLIC WORKS DIRECTOR

PRIMARY FUNCTION:

This is a fulltime, hourly, non-exempt position within the Department of Public Works. This is semi-skilled manual work, performing general laboring operation, frequently of a repetitive nature. The duties require physical exertion and the ability to perform heavy physical labor efficiently. Work involves manipulative ability in the use of manual tools on routine tasks and in the use of small power - operated tools. The duties range over a wide variety of municipal activities, including, but not limited to, light and heavy physical labor, indoor and outdoor work, and work alone or in groups depending on the location and nature of the assignment.

DUTIES:

- Operates snowplows and salting and cindering machinery and loads assigned truck with snow and ice control materials when required.
- Performs maintenance and makes repairs in various Township buildings and grounds (e.g., cuts grass and trims weeds, using lawn mower and weed trimmer; cleans buildings, washes windows, empties trash cans, etc.)
- Performs maintenance and makes repairs to Township roads, bridges, etc. (e.g., repairs streets and sidewalks with asphalt, cold patching materials and concrete; shovels snow from walks and drainage ditches; patches highway surfaces; sets up barriers, cleans berms, sets out warning flags, sweeps and cleans roads, bridges and ramps, etc.)
 - Patches highway surfaces by cleaning potholes, applying patching materials, leveling,
 - Cleans and seals highway surface cracks.
 - Digs drainage ditches and cleans out drains, pipes, streams, and flood control structures.
 - Applies weed killers, snow and ice control materials, and other maintenance chemicals.
- Drives trucks and other vehicles to transport equipment and tools used at work sites.
- Performs routine maintenance such as lubrication and oil changes on vehicles. Assists others in making major repairs to equipment.
- Employee is called out for emergencies such as snowfall, floods, downed trees, etc. seven (7) days a week, 24 hours per day.
- Performs other related duties as required or requested.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- General maintenance and repair procedures
- Hazards and safety precautions of the work
- Knowledge and ability to operate Township owned vehicles and equipment, such as dump trucks, backhoe, snow plows, salt spreaders, power tools, chain saws, air compressor, etc.
- Must be knowledgeable in a variety of semi-skilled and skilled maintenance tasks

Ability to:

- Complete assignments on time
- Follow policies and procedures of the Public Works Department
- Work well with others and take direction
- Work a flexible schedule throughout the Township
- Perform physical labor on a daily basis
- Ability to recognize defective operation of trucks and perform routine corrective maintenance operations.
- The employee will also be required to drive a snowplow for extended periods as necessary, which requires ability to sit and remain alert.
- The ability to understand and follow written and oral instructions and work independently is required

REQUIREMENTS

Education

- Graduation from an accredited high school or equivalent.

Experience

- One year of experience in the operation of trucks and construction equipment.

License

- A valid Pennsylvania State driver's license
- A valid PA Commercial Driver's License is required

PHYSICAL ABILITIES

Walking, driving, standing unaided for extended periods of time (minimum of 3 hours without a break), bending, squatting, grasping, pulling/pushing, kneeling, reaching above shoulder, climbing, frequent lifting of 35-50 pounds with occasional lifting of up to 75 pounds. This is often combined with bending, twisting, or working on irregular surfaces or at heights above the ground..., maintaining balance on a ladder/roof, using both hands, manual dexterity.

WORKING CONDITIONS

Exposure to weather conditions (may include extreme heat, extreme cold, humidity, rain, snow, ice, dust) and noise (may be constant or intermittent sounds or a high pitch or level sufficient to cause distraction).