

## SKILLED LABORER

Full-time position – 40 hours/week, occasional overtime hours

Hours: Generally Monday-Friday from 7:00 AM to 3:00 PM, overtime based on projects and weather conditions

### Definition:

This is a skilled manual laborer position in the Township's Public Works Department. Employee will assist the Public Works Director with his duties to operate and maintain all Township equipment, roads, facilities and properties. Position will include operation, maintenance and service of various equipment such as dump trucks, snow plows, loaders and mowers. Employee must be skilled with regard to the operation, maintenance and service of gasoline and/or diesel powered equipment such as dump trucks, snowplows, and all other equipment connected with the maintenance of Township roads and facilities.

An employee in this classification performs a variety of maintenance duties and, when required, takes charge of a small group of workers involved in a specific project as well as participating in the work itself.

Skilled Laborer is responsible for all maintenance duties in the absence of the Public Works Director and/or other designated Public Works employees.

Work requires strenuous physical effort and exposure to uncomfortable working conditions where manual laboring duties are involved.

Work requires overtime hours occasionally, especially during winter and severe storm events.

The Skilled Laborer is required to have pre-employment and random drug testing.

### TYPICAL EXAMPLES OF WORK PERFORMED BY SKILLED LABORER:

1. Employee operates all maintenance equipment, checks equipment for proper operation, performs routine preventive maintenance on equipment and repairs equipment, as needed.
2. Employee participates in all maintenance work of roads and Township property by performing manual labor as well as operation of equipment.
3. Assists the Public Works Director in the daily maintenance routines and record keeping of all trucks and equipment.
4. Make necessary purchases from auto parts and retail stores for items needed to maintain Township facilities and repair equipment as directed by the Public Works Director.

5. Employee assists in applying snow and ice control materials and in plowing/removing snow from streets, parking lots and cross walks.
6. Employee assists in removing graffiti from signs and other Township property.
7. Employee aids in the placement, replacement and monitoring of all traffic signs.
8. Mows grass, cuts down trees, weed whacks, and clears brush as well as other similar jobs along Township roads and on Township parks and property.
9. Employee performs manual work as directed on assigned projects. Examples include but are not limited to: cement work on sidewalks and curbs; patching pot holes with hot or cold mix; erection and removal of emergency barricades; scraping and painting of Township facilities; washing and cleaning trucks, equipment and/or facilities; cleaning and maintenance of stormwater management facilities.

#### REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge and ability of the proper operation procedures and safety practices associated with construction and road maintenance equipment.

Knowledge of Pennsylvania laws pertaining to the operation of motor vehicles and a valid Driver's License.

Ability to recognize defective operation of trucks and other equipment and repair equipment as needed.

Sufficient physical strength and mobility to lift and move heavy objects and work under adverse weather conditions.

Ability to understand and follow oral and written instructions; complete required reports and written documentation; and maintain daily time card and work log.

Skill in the care and use of hand tools and operation of assigned equipment.

Current CDL License/willingness to obtain a CDL License, preferred.

#### PHYSICAL DEMANDS:

Employee must be able to see, hear, walk 3 miles, stand, bend, turn, twist, kneel, reach up, reach out, turn wrist, have fine motor manipulation including grasping and pinching, squat, shovel, rake, lift and carry up to 50 pounds and occasionally more, climb stairs and climb ladders. The employee is exposed to dirt, dust, noise, grease, oil, diesel fuel, gasoline, sewage, fumes, water, cold, heat, snow and rain.