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## Maintenance Laborer Job Description



### Job Description

Job Title: **Maintenance Laborer**

Department: Maintenance Department

Reporting to: Maintenance Superintendent

Job Purpose: Maintains town landscapes, streets, curbs, sidewalks, water / wastewater systems; and operates and maintains a wide variety of maintenance tools and equipment.

#### Position Responsibilities

Must be familiar with basic principles of maintenance duties.

Read, comprehend, and execute written or oral instructions.

Perform routine, regularly scheduled tasks with minimal supervision.

Complete any street repairs or maintenance: Snow removal, weed control, and sweeping.

Water system maintenance and repairs: Fire hydrant checks, filter flushing, and valve exercising.

Assist with wastewater sampling and testing.

Help with any sewer system cleaning and repairs.

Maintenance at local parks: Mowing, mulching, splash pad upkeep, planting / trimming trees, weed control.

Perform light and heavy labor: leaf pick-up, pick-up limbs, minor concrete work, vehicle upkeep and maintenance.

Ability to operate Maintenance Department light / heavy equipment: Backhoe, dump truck, street sweeper, pickup trucks, shovels, etc.

May be required to fill in where necessary and work outside of normal business hours.

This list of duties and responsibilities is not intended to be all-inclusive and may be expanded to include other duties and responsibilities that management may deem necessary from time to time.



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### Working Conditions

Conditions may occasionally expose staff to toxic or caustic chemicals, workplace hazards (possibility of cuts, bruises, dusts, odor, etc. and temperature variations if working outside).

Recognize hazards associated with confined spaces, water / ice-laded areas, heavy equipment, and working on or near public roadways.

### Key Working Relationships

This position reports to the Maintenance Superintendent.

Daily contact with the Maintenance Superintendent as well as other Maintenance Staff.

### Qualifications

High School Diploma or equivalent and one (1) year experience.

Proper and valid driver's license.

State certified to operate municipal water and wastewater plant (Preferred, but not required).

Must be able to perform manual labor tasks that require lifting and carrying objects that are up to 50 (occasionally 100) pounds.

### Benefits

Health, dental, and vision insurance

Short-term / Long-term Disability

Life Insurance

Paid time off, Sick days, and Holidays

Retirement plan

Salary and Benefits are set by the Town Ordinance (\$40,000 - \$55,000)

Candidates may apply by submitting a completed resume with references to the Town of Wakarusa. Resumes and references can be dropped off at: 100 West Waterford Street, Wakarusa IN or emailed to Holly at [Holly@TownOfWakarusa.com](mailto:Holly@TownOfWakarusa.com).

Applications will be reviewed and evaluated before requesting interviews for a limited number of applicants.