

JOB DESCRIPTION

JOB TITLE: Department of Public Works Worker

DEPARTMENT/DIVISION: Department of Public Works (DPW)

DUTIES AND RESPONSIBILITIES

SUMMARY OF FUNCTION

Performs a variety of tasks such as, but not limited to, operation of heavy equipment including loaders, trucks and backhoes. Manual labor in functions of water & sewer, parks, cemetery, street maintenance and repair. Employees in this position are subject to the Federal Drug and Alcohol testing act requirements.

REPORTS TO: Village Council

ESSENTIAL JOB FUNCTIONS

- Operation of a variety of power tools, including mowers, blowers, chainsaws, chippers, trimmers, etc.
- Operation of large commercial equipment, including dump trucks, graders, backhoes and loaders. Perform ice and snow control activities, including, but not limited to, plowing, shoveling and salting.
- Perform tree pruning and tree removal.
- Repair, installation and maintenance of underground sewers, lift stations and their appurtenances. Lawn and landscape maintenance including, but not limited to, cutting and edging grass, planting, watering and care for trees, shrubs and flowers.
- Performs repair and maintenance of pump stations, water meters, hydrants, and curb stop boxes. Repair and maintain streets and sidewalks including, but not limited to, concrete and asphalt removal and replacement, street signs and markings.
- Maintains accurate work records, time sheets and other forms of data.

KNOWLEDGE, SKILLS AND ABILITIES

- Valid, unrestricted Michigan driver's license. Able to obtain chauffeur's license or CDL for Village vehicles based on need.
- Ability to lift and carry a minimum of 50 pound loads.
- Ability to work outdoors in extreme temperatures.
- Ability to tolerate exposure to dust, dirt, grease, fuel, chemicals and lubricants.
- Ability to stoop, bend, and climb.
- Ability to perform manual labor for extended periods of time.
- Ability to understand and follow both written and oral instructions.
- Knowledge of use of equipment and tools used in Public Works practices.

- Must live and maintain residency no more than 25 minutes from the Village of Dansville.

SALARY RANGE

This is a full-time position, in a non-unionized environment, with an hourly rate of \$15-25 per hour and no benefits outside of those required by state law. General working hours are from 8 am - 3 pm, Monday through Friday, with some hours expected over Saturday and Sunday for various work tasks or to be on call in case of emergency. Given the amount of work expected to be completed the average work week will range between 35 - 40 hours. Any hours over 40 hours each week will be paid as overtime (time and a half), but must be approved by the Treasurer of the Village to verify budgetary limitations. A time card, documenting time and work completed, will be submitted as a requirement for payroll.

GENERAL REQUIREMENTS/DISCLAIMERS:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties of an employee so classified.

Employees must be physically able to perform the essential functions of the position, with or without reasonable accommodation.

The Village of Dansville does not discriminate in its employment or any other programs or activities on the basis of race, religion, color, creed, national origin, ancestry, ethnicity, gender, economic status, age, marital status, sexual orientation or disability. We provide reasonable accommodation for qualified individuals with a disability, if requested.