



Shaler Township

P E N N S Y L V A N I A



Public Works Laborer

GENERAL PURPOSE: Performs a variety of semi-skilled and skilled maintenance worker, operates a variety of equipment in the construction, repair, maintenance, and replacement of sewer, street, and storm drainage systems. The operation of various contractor's equipment and vehicles as well as the performance of a semi-skilled journey level trades work in constructing and maintaining of Township facilities. This Laborer works under the supervision of the Public Works Supervisor. This position is non-exempt under the FLSA.

DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position specific duties.*

- Labor involved in construction and maintenance projects including loading and unloading heavy material from trucks and vans; moving or aiding in moving of heavy boxes or equipment and large objects.
- Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
- Operates trucks/vehicles of various sizes and weights; small equipment and tools; construction and power equipment.
- Maintains, repairs, and installs various items as needed within the Township facilities.
- Performs skilled work in reconstructing, maintain, and repairing electrical systems, plumbing, and equipment.
- Cleans and mows parks and playground areas, maintains adjacent buildings, and keeps recreation areas free of debris and dangerous obstructions. General repairs.
- Performs repairs to: sewer systems, streets, and storm drainage systems to ensure that all aspects of the system are properly functioning.
- Operate motorized vehicles and equipment.
- Punctuality when going and returning from work site
- Frequent use of a vehicle.
- Daily walks on concrete, uneven areas of pavement, and non-pavement (grass, dirt, gravel) during code enforcement activities, residential and commercial inspections and in response to complaints.
- Subject to inclement weather conditions.
- Occasional lifting of approximately 50 pounds during the workday.
- Climb, balance, stoop, kneel, crouch, and crawl throughout the workday.
- Provides winter maintenance to Township and contracted public roads as directed.
- Use of hands to operate tools and equipment controls.

MINIMUM QUALIFICATIONS

Education/Experience/Licenses/Certification

- Graduation from high school or GED equivalent.
- Approximately 3 years of experience involving the use of medium equipment as well as experience in carpentry and related building trades.
- Licensed and registered as a plumber and/or electrician in Allegheny County is desirable, but not mandatory.
- Possession and maintenance of valid Pennsylvania driver's license at time of employment.
- Current CDL at time of employment, must obtain Class A within 6 months of date of hire.

Necessary Knowledge of Skills and Abilities

- Considerable knowledge of equipment, facilities, materials, methods, and procedures used in maintenance, construction, and repair activities.
- Working knowledge of the repair activities, facilities maintenance, and electrical distribution system maintenance work; of hazardous and safety precautions common to municipal construction.
- Skilled in the operation of equipment and tools.
- Ability to perform heavy manual tasks for extended periods of time; to work safely; to understand instructions and directions verbally and in writing using the English language; ability to establish and maintain effective working relationships with employees, and departments, and the public; to understand and carry out instructions.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as needed.