

BRADDOCK HILLS PUBLIC WORKS DEPARTMENT
LABORER

REQUIREMENTS FOR JOB

- Valid Pennsylvania Driver's License
- High School Diploma or GED
- 3+ years' experience with maintenance operations
- Must be 18 years old
- Must be available to work overtime including weekends and holidays
- May be subject to random drug test

GENERAL STATEMENT OF EXPERIENCE

- Perform physical duties on a daily basis
- Ability to work in inclement weather (rain, snow, heat, etc.)
- Must be able to lift 50 pounds
- Able to perform simple repairs as needed
- Work with various equipment (tractor, chainsaw, plows, salt spreaders, etc.)
- Knowledge of traffic laws

DUTIES

- Maintenance of borough roads, public parks, and buildings including cleaning, repairs as needed, and regularly scheduled maintenance work
- Organize materials and equipment for assignments on a weekly and daily basis and direct same.
- Clean interiors and exteriors of Borough buildings including vacuum, mop, dust, wash, sweep, etc.
- Cut grass/vegetation on Borough properties and vacant lots in extreme cases to prevent rodent/wildlife infiltration and prevent hazardous conditions
- Maintain interiors and exteriors of borough properties including minor repairs as needed and regular maintenance such as painting, replace light fixtures, check smoke and CO detectors, etc.
- Haul dirt, branches, asphalt and other materials.
- Work on sanitary and storm sewers.
- Operate high lift
- Removal of fallen trees or debris on roads and Borough properties
- Plow and salt roads and Borough building parking lots
- Shovel and salt walkways around Borough buildings
- Minor repairs of roads throughout Borough.
- Perform other tasks as required.