

Job Description – Parks Laborer

The successful candidate will perform a variety of unskilled or semi-skilled maintenance work, and operate a variety of equipment in the operation, construction, maintenance, repair, and replacement of Borough sewer, street, and storm drainage facilities and systems.

Essential Duties and Responsibilities

- Responsible and accountable for general maintenance, cleanup duties and safety checks associated with various Borough-owned lands and facilities.
- Operate light vehicles, commercial mowers, tractors, small grass cutting/hedge trimming machinery, power tools, radio communications equipment and other specialized seasonal maintenance equipment assigned by the Director of Public Works in accordance with Borough policies and procedures.
- Responsible and accountable for providing general information to the public and assisting them with their concerns and complaints when possible.
- Assist with construction and landscape projects.
- Assist with setup, tear-down, and the operation of special events and functions.
- Setting up seasonal operations as directed (*e.g.*, clearing trails, cleaning equipment, trail and park signage, and setting up sports fields).
- Assist in repairing streets, meters, sewer systems and drainage systems at frequent intervals to ensure that all aspects of the systems are functioning properly.
- Assist in determining the locations of television, telephone, power, gas, sewer and water lines from the appropriate sources prior to excavation in the particular area. Responsible to contact the residents and business owners in areas where services will be discontinued and explains when services will be shut off and how soon it will be turned back on.
- Responsible to clean equipment and tools after every use. Refers defects or needed repairs to supervisor and mechanic. Perform all duties in conformance to appropriate safety and security standards.
- Perform required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, asphalt installation, concrete work, manhole and line cleaning, ditch digging, main and pipe repair, backfilling and laying, and a variety of other duties. Operate a variety of power tools and construction equipment used in road department for making repairs and for providing services.

Qualifications

- High School Diploma required
- Pennsylvania State Driver's License
- Commercial Driver's License; can obtain in first six months as a condition of employment.
- Must be able to pass a PA criminal background check and drug screen
- Be able to work weekends during the summer months for park maintenance
- Be available for overtime during the winter months for snow removal
- Two years of increasingly responsible, related experience, including the use of snow plows and salt spreaders