



PUBLIC WORKS LABORER

JOB SCOPE:

This position is responsible for operating standard trucks, small equipment, weed eaters, blowers etc. in addition to General Maintenance Worker duties. To support the vision, mission and guiding principles of the City of Clarkston. While performing any procedure, all employees and contract personnel must observe applicable Safety, Health, and Environmental rules and guidelines. The use of appropriate personal protective equipment is required. Attend and participate in training opportunities and seminars relevant to this position. Adhere to appropriate company operating procedures, benefit rules, employment, and safety policies/practices.

MAJOR DUTIES:

- Operate assigned equipment in the maintenance of city facility grounds, streets and drainage and stormwater systems, power tools and power landscaping equipment.
- Loads and unloads items such as heavy debris, refuse, timber and heavy mechanical equipment.
- Cuts grass around public buildings and right-of-ways.
- Removes trash and other debris in the right-of-way and on City property; collects and disposes of debris, trash and other disposable material caused by job.
- Collects and disposes of large natural debris in City streets, rights-of-way, and facility grounds.
- Performs other related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION:

- Knowledge of the methods, materials, tools, and equipment used in maintenance and repair.
- Knowledge of hazards and safety precautions associated with operation of equipment.
- Knowledge of the occupational hazards and safety standards and practices applicable to work being conducted.
- Knowledge of the material commonly used in construction, maintenance and repair activities as related to assigned areas.
- Knowledge of City and departmental policies and procedures
- Knowledge of geographical layout of the City.
- Skill in proper operation and basic repair of machinery used in assigned section.
- Skill in operating a variety of hand and power tools.
- Ability to follow established safety rules, departmental policies and procedures.
- Ability to recognize hazardous materials and situations and respond according to training and City policies and procedures.
- Ability to operate equipment and perform duties under a variety of weather conditions.
- Ability to understand and follow oral and written instructions.
- Ability to establish and maintain effective working relationships with city employees and the general public.

SUPERVISORY CONTROLS: This work is performed under the general supervision of the Public Works Director.

GUIDELINES: Guidelines include city and departmental policies, procedures, applicable ordinances, and supervisory instructions. These guidelines are clear and specific but may require some interpretation in application.

COMPLEXITY: The work consists of manual labor and technical duties involving the proper use of a variety of equipment.

SCOPE AND EFFECT: This position is responsible for the maintenance of streets, parks, grounds and buildings throughout the city, ensuring a clean and safe environment for all customers and citizens.

PERSONAL CONTACTS: Contacts are typically with co-workers, and the public.

PURPOSE OF CONTACTS: Contacts are typically to give and exchange information and provide services.

PHYSICAL DEMANDS: This is a labor-intensive position, which can require walking, sitting, lifting above 100 lbs, carrying and pulling objects, kneeling, crouching, crawling, reaching, handling objects, speaking, hearing, and seeing.

WORK ENVIRONMENT: This work is typically performed indoors or outdoors, near moving mechanical parts, in the presence of toxic or caustic chemicals, under adverse weather conditions, and with the potential risk of electric shock. Work is typically performed in the presence of loud and very loud noise.

Supervisory and Management Responsibility: None.

MINIMUM QUALIFICATIONS: High School diploma or equivalent; two (2) years of related public works experience; must possess and maintain valid Georgia driver's license; equivalent combination of education and experience.

EQUAL OPPORTUNITY EMPLOYER:

The City of Clarkston is an Equal Opportunity Employer. We do not discriminate on the basis of age, gender, race, color, national origin, religion, disability, or any other class or status protected by law.

IMPORTANT: By submitting your resume online, you hereby authorize the City of Clarkston to contact, obtain, and verify the accuracy of the information contained in this application from all previous employers, references, and educational institutions. You also hereby release from liability the City of Clarkston and its representatives for seeking, gathering, and using such information to make employment decisions and all other persons or organizations for providing such information.

You understand that any misrepresentation or material omission made by you on this application will be sufficient cause for cancellation of this application or immediate termination of employment if you are employed, whenever it may be discovered.

The Public Works Laborer starting pay will be commensurate with the chosen candidate's qualifications and experience. The City of Clarkston also offers an attractive benefits package, including health benefits, retirement plans, and paid leave. Interested candidates should submit a Resume, Cover Letter, and Professional References to the City Clerk, Tomika R. Mitchell, via this online portal: <https://www.cognitoforms.com/CityOfClarkstonGA/EmploymentApplication>

This position is open until filled.

No unsolicited letters, emails, telephone calls, or in-person submission will be considered in fairness to other potential candidates for this position.

The City of Clarkston is an Equal Opportunity Employer and a Drug Free Workplace.