



York Township

Part-Time Maintenance Worker

Purpose

A Part-Time Maintenance Worker will perform general manual labor tasks as needed or required by the Township Trustees, Township Administrator and Maintenance Foreman. This position includes, but is not limited to, outside work such as cutting grass, weed eating, tree and shrub trimming, maintaining the park and park facilities, and assisting with maintenance of various township properties such as the Township Office, Town Hall, and Fire Complex.

As a representative of the Township, the Maintenance Worker must be pleasant and considerate, display tact, and able to use their discretion when interacting with residents, members of the public and other Township staff and Officials.

Duties and Responsibilities

- Perform general manual labor tasks as directed on township properties and within the township
- Help to maintain outdoor spaces with mowing, weed eating, tree and limb removal, planting trees and flowers
- Perform cemetery grounds and building work, including grave and monument maintenance
- Assist with burials, including manual preparation for burials
- Perform roadside mowing and vegetation control
- Inspect roads and roadway conditions for deterioration, storm, and accident-related damages
- Emergency call outs for road and township related emergencies and snow removal
- Perform building painting, maintenance and/or repairs as requested
- Perform other duties as assigned or required

Knowledge and Skills

- Knowledge and experience of equipment, commonly used concepts, practices, and procedures within this field
- Ability to use power tools
- Ability to use zero turn mower, weed eater, tractor and other larger equipment
- Ability to use cleaning supplies, hand tools and gardening tools
- General carpentry and repair experience
- Verbal and written communication skills

Qualifications and Requirements

- At least 18 years of age
- Valid driver's license and clean driving record preferred
- Must be insurable through the Township insurance carrier
- Able to stand, walk, climb, bend, crawl, and lift up to 50 pounds

Working Conditions and Environment

- Field work in all weather conditions
- Part-time as needed or required by Trustees, 20 to 30 hours a week
- Proper work attire

Hours and Pay Scale

To be set and updated by York Township Trustees when necessary

Reports to

Maintenance Foreman, Township Administrator and Township Trustees