



Job Title: **Roads/Maintenance Worker, Full time**

Reports to: Road/Maintenance Supervisor

Compensation: \$24.04/hr-\$28.85/hr

POSITION SUMMARY

Performs a variety of unskilled and semi-skilled tasks to assist with the efficient delivery of township services (e.g., erects street signs, patches roadways, snow removal, mowing, litter control, etc.); operates and maintains township-owned equipment and vehicles, such as backhoe, skid steer, snow removal equipment, tractors, mowers, etc.; inspects equipment and tools prior to operation to ensure safety; maintains township tools and equipment as required; digs ditches or trenches, completes rough and finished carpentry work, trims and/or removes trees and brush, and repairs streets, curbs, catch basins, completes some welding and minor electrical work as assigned; cleans township facilities.

Adheres to all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.

Demonstrates regular and predictable attendance.

Performs other related duties as assigned.

DUTIES AND RESPONSIBILITIES

- Performs a variety of grounds, facilities, and other general maintenance activities including litter collection, mowing, and trimming.
- Street maintenance including filling potholes, crack sealing, grinding, patching.
- Drives and operates trucks, tractors, and other motorized equipment with various attachments.
- Operate chainsaws, mowers, hand tools.
- Makes mechanical and non-mechanical repairs to equipment.

- Performs snow and ice removal using a variety of equipment.
- Digs and backfills trenches and cemetery graves.
- Maintains equipment.
- Perform minor fixes, such as repairing broken locks, damage to walls, painting, etc.
- Maintain grounds, including garden and park upkeep, trimming, edging, mowing grass, collecting trash, etc.
- Perform necessary cleaning activities, such as dusting, mopping, vacuuming, trash removal, etc.
- Complete regular maintenance tasks, such as replacing light bulbs, changing filters.

ADDITIONAL REQUIREMENTS

- High school diploma or equivalent.
- Proven experience as a maintenance worker or other similar position, preferably in a municipal setting.
- Basic working knowledge of HVAC, plumbing, and electrical systems.
- Experience working with tools, including hand and electrical tools.
- Ability to read and utilize technical manuals and drawings.
- Excellent communication and interpersonal skills.
- General passion for creative problem-solving.
- Understand and follow the Townships Policy and Procedures Manual.
- Maintain the ability to operate all equipment.
- Maintain a valid Ohio Commercial Drivers License.
- Maintain Insurability as required by the Vehicle Insurance Carrier.
- Work weekends and evenings as needed.
- Will wear a uniform provided at all times during working hours.
- Will wear all necessary safety PPE as required.
- Maintain a neat appearance and a courteous and polite attitude toward the public and fellow employees.
- Perform other duties as assigned by the Township Administrator.