

Jeff Davis County Board of Commissioners

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County Clerk

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County Attorney



BRAD CREWS

Chairman

HANK HOBBS

Vice Chairman

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RICKY CROSBY

VANN WOOTEN

Jeff Davis County Job Description

Title: Laborer

Department: Road Department

Pay Scale: Base Pay \$8 and Max Base Pay \$13. Pay commensurate on experience.

Job Status: Full Time

Desired Start Date: August 4, 2021 or earlier.

Summary: Under the general direction and supervision of the Road and Solid Waste Superintendent, the Laborer is to complete non-equipment related task as assigned by the superintendent or another supervisor. This work may include pipe cleaning, weed-eating, and other work. This position will work closely with the Road Superintendent and employees of the Road Departments.

Supervisory Duties: This position has no supervisory duties.

Duties and Responsibilities:

1. All duties and task as assigned by the road department supervisor
2. Assisting in maintaining grass in the county right of way
3. Using shovels to maintain pipes and ditches
4. Assist the pipe crew in busting beaver dams and cleaning other debris from large pipes
5. General maintenance work to buildings, grounds, and vehicles on the Road Department Yard
6. Other duties as assigned

Minimum Qualifications:

1. Good listener
2. Great work ethic
3. Be 18 years of age
4. Pass a Background Check

5. Pass a Drug Screen
6. Courteous manner and ability to work with the public
7. Trustworthy
8. Quick learner
9. Organizational and time management skills
10. Ability to lift up to 50 pounds

Preferred Knowledge and Abilities:

1. Poses a valid driver's license
2. Experience in public works

Job Posting Contact:

Tiffany Strickland
Road and Solid Waste Administrative Assistant
(912)375-6620
tiffany.strickland@jeffdaviscountyga.gov

Applications Due: July 16, 2021 by the close of business. The County Administrator may extend this deadline if not a large enough applicant pool exists.

USPS Mail

Jeff Davis County
P.O. Box 609
Hazlehurst, GA 31539

Hand Delivered

Jeff Davis County Courthouse, Suite 101
14 Jeff Davis Street
Hazlehurst, GA 31539

Job Interviews:

Interviews are currently scheduled to take place between July 21 and July 30. If selected for an interview, you will be notified by phone.

Interviews will be held at the County Courthouse with key staff and personnel. Applicants should be in business casual dress.

Required Documents:

Applications will not be considered complete and thus will not be reviewed unless they include the following:

1. Completed application form (available online or in person at the Courthouse or Road Department)