

# Temporary Maintenance Job

The Town of Jefferson is seeking applicants to fill an immediate opening for a temporary maintenance worker. This employee will be responsible for performing a variety of labor tasks in the construction, maintenance, operation, and repair of water and sewer lines and appurtenances, streets, sidewalks, drainage systems, buildings, grounds and other facilities. The work will involve operating a variety of tools and light to heavy equipment to build, repair and replace sections of water and sewer lines, streets and other infrastructure.

## Duties and Responsibilities:

- Participation in the collection and disposal of yard waste, appliances, furniture, garbage, and other solid waste materials.
- Operation of dump trucks, loaders, tampers, and other compression driven equipment.
- Participation in making water and sewer taps and installing fire hydrants; reading, installing, and replacing water meters; connecting and disconnecting service.
- Checking and repairing leaking lines; performing maintenance and repairs on valves.
- Participation in mowing and mulching.
- Additional related duties may be required as necessary.

## Knowledge, Skills, and Abilities:

- Ability to establish and maintain effective working relationships with citizens, supervisors, and other employees.
- Ability to understand oral and written instructions.
- Ability to operate light to medium equipment with skill and safety.
- Working knowledge of tools, materials and equipment used in public works and utility construction and maintenance work.

## Education, Experience, and Licensing Requirements:

- High School Diploma or equivalent

- Valid NC driver's license (CDL preferred)

Applicants will be required to work 8-4:30pm, with overtime as needed.

*It is the policy of the Town to foster, maintain and promote equal employment opportunity. The Town shall select employees on the basis of the applicant's qualifications for the job and award them, with respect to compensation and opportunity for training and advancement, including upgrading and promotion, without regard to age, sex, race, color, religion, national origin, disability, political affiliation, or martial status. Applicants with physical disabilities shall be given equal consideration with other applicants for positions in which their disabilities do not represent an unreasonable barrier to satisfactory performance of duties with or without reasonable accommodation.*