

Lower Milford Township

Lehigh County, Pennsylvania

POSITION: Laborer
DEPARTMENT: Public Works
FLSA STATUS: Non-Exempt
REPORTS TO: Public Works Foreman or Township Administrator/Manager
DATE PREPARED: 10/1/2022

JOB SUMMARY

This position performs a variety of manual skilled and unskilled tasks.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Must be able to proficiently, within licensed limitations, operate all vehicles and equipment in a safe and productive manner.
- Perform road maintenance and repair including but not limited to, road paving, patching and crack sealing.
- Installation and repair of street signs and guide rails.
- Installation of storm water systems along with cleaning and repairing of storm water inlets and pipes.
- Removal of trees, branches, roadside leaf and debris from roadways.
- Assist in traffic control.
- Perform snow and ice control: plow roads, utilize snow shovels and snow blowers, apply salt/anti-skid and all treatment of roads.
- Perform and/or assist in roadside mowing.
- Perform other duties as assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience

- Education equivalent to completion of High School.
- Minimum of two years' experience in a similar position desirable but not mandatory
- Valid Pennsylvania Driver's License

Knowledge, Skills and Abilities

- Accurately complete administrative forms and reports in a timely fashion.
- Adhere to all rules, regulations and procedures
- Apply common sense understanding to carry out instructions
- Attend meetings as requested
- Carry out job functions with or without supervision
- Carry out job functions without posing a direct threat to the health or safety to self or others
- Communicate effectively
- Drive safely
- Exercise sound judgement in evaluating situations and in making decisions
- Maintain confidentiality of information
- Request assistance when appropriate
- Comply with all policies and procedures as promulgated by the Township
- Display courteous and appropriate behavior
- Work in coordination with others
- Work under pressure

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to: stand, walk, sit, use hands to finger, handle or feel, reach with hands and arms, climb and balance, stoop, kneel, bend, crouch or crawl, talk, see and hear. Heavy lifting/pushing of 80 pounds or more is required. Special physical effort may be required when performing routine and emergency maintenance. Driving for extended periods of time under a variety of weather conditions is required.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations can be provided to qualified individuals with disabilities.

While performing the duties of this job, the employee is exposed to traffic, heights, outside weather conditions, extremes in hot and cold temperatures, vibrations, moving mechanical parts, sharp blades, instruments and other sharp objects, fumes, gases or airborne particles, strong odors, blood borne pathogens or other diseases, toxic or caustic chemicals, risk of electrical shock, burns and explosion. The noise level in the work environment is loud.

The employee may be exposed to mental stress due to public service.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.