

PUBLIC WORKS DEPARTMENT SUMMER LABORER

The Public Works Department Summer Laborer is responsible for performing manual tasks that are required to properly maintain and operate the Borough streets, parking lots, storm and sanitary sewer collection systems, parks, downtown area, building and properties. This job requires light and heavy physical labor and indoor and outdoor work consistent with the operation of the Public Works Department. This position may require the use of power tools and vehicles. Evening and weekend work may be required.

Specific Duties:

- Patch potholes in streets and alleys.
- Install and maintain street signs.
- Remove leaves and debris from storm grates and basins.
- Assist with installation and repairs to the sanitary and storm sewer collection systems.
- Sweep sidewalk and streets as required.
- Mow and trim grass as needed; remove brush from Borough properties and stream banks; water seasonal plantings.
- Wash and service vehicles and equipment as needed.
- Perform routine maintenance and monitor the use and condition of the Borough parks, train station and downtown area.
- Repair and maintain property, pavilions and playground equipment in the Borough parks.
- Keep Borough buildings clean and in organized condition; keep supplies and equipment in a neat and orderly fashion.
- Maintain banners and do other work for special events in the downtown area as required.
- Paint curbs, crosswalks, buildings, playground equipment, and other Borough property as directed.
- Perform maintenance and repairs to sidewalks, parking meters and other items to include brickwork and planters in the downtown area.
- Perform other related work as required.

Required Skills:

- Knowledge of hand tools and their proper use.
- Capable of following instructions and directives.
- Ability to work compatibly with fellow employees and general public.
- Ability to work independently.
- Ability to lift and carry heavy bags, supplies and other equipment up to 100 lbs in weight.
- Ability to use small tools and machinery.
- Ability to routinely climb into and out of pickup trucks and other Borough equipment for operation and maintenance.

- Ability to climb into and out of catch basins and trenches in order to inspect and complete Public Works projects.
- Ability to stand for lengthy periods of time.
- Ability to perform light and heavy physical labor, lifting and indoor and outdoor work as consistent with the operations of the Public Works Department.

Job Qualifications

- High school graduate or equivalent
- Valid PA Driver's License