City of Mc Bain
Job Description
Public Works Employee

<u>Regular Full-Time Hourly Employee</u>

Job Responsibilities:

A Regular Hourly Employee responsible for operating and routine maintenance of motorized equipment involved in street and surrounding area cleaning, mowing, snow removal and related assigned tasks. May have responsibility of acting as Cemetery Sexton, as well as Cemetery maintenance duties, as assigned by DPW Superintendent.

All Employees in this category are responsible for the appearance of the City, and may be assigned related tasks in addition to any listed above, as determined by the DPW Superintendent.

Hours of Work:

Employees in this category are normally scheduled for forty (40) hours of work in a calendar week beginning on Monday and ending on Sunday. Starting times may vary from day to day if conditions warrant. Normal starting times will be established by the City and may not be the same for all employees or for each day. There is no guarantee that any week will consist of forty (40) hours of scheduled work. Weather and other circumstances may prevent normal scheduling and hours may differ from one day to the next if conditions warrant. There may be overtime required.

Compensation and Benefits:

Compensation and benefits provided will be determined by the City.

Immediate Supervisor:

The DPW Superintendent is the Immediate Supervisor for this position; however, direction may be forthcoming also from the Assistant DPW Superintendent as needed.

Requirements:

Must have and maintain a positive and open attitude, strong work ethic and willingness to learn and work in a small team setting. Must have a valid Michigan Class B with Air Brakes CDL license or have started work toward the achievement of same. Must be able to pass a pre-employment physical exam, including drug testing. Must be able to lift, bend, twist and lift up to 50 pounds on a regular basis during the performance of work duties. Must comply with our Zero Tolerance policy for drug and alcohol use, including random drug testing.