



# THE VILLAGE OF TISKILWA

**Job Title: Village Laborer**

**Reports To: Village Supervisor**

**Shift: Hourly Full-Time (M-F 7am-3:30pm), with rotating on-call weekend duties and as needed for plowing/emergencies outside of normal business hours.**

**Wages: \$18 per hour. 1.5x pay for all overtime and weekend rotations. \$2500 annual IRA contribution, and health insurance for the employee only. Mobile phone provided.**

## Duties and Responsibilities

Daily maintenance and operation of the Water Plant, Sewer Plant, & Sewer Lift stations. This includes all aspects of these systems including water meters located inside each service address, and all underground infrastructure. Daily tasks require accurate record keeping for all water/sewer systems.

Proactively cleaning and maintaining all roadways, road signage, drainage systems, sidewalks, safety railings, creeks, and other visible infrastructure, including two public restroom facilities. Ensure vegetation is maintained to provide clear lines of sight at all intersections and bridge crossings.

Maintain all playground and pavilion related equipment in the East Park and the West Park.

Mowing and removing tree and other landscape debris from all public property promptly upon discovery. This includes all village property (parks etc.) as well as the Village Right-Of-Way.

Maintain the Numosh Park dog park. This includes mowing/weed removal, tree and landscape maintenance and making sure garbage is removed, supplies are refilled as necessary, and the water fountain is operational.

Maintaining/organizing the Village Shop building and all work areas. Tools should be organized, clean, and fully operational at all times.

Candidate must have/maintain a valid drivers license and be able to operate village vehicles and heavy equipment as required. A CDL is not required.

Snow removal and salting village roadways during winter storms.

Understand and adhere to all Village safety procedures.

Manage, schedule, and communicate daily to your supervisor.

Maintain a safe work environment by reporting potential safety issues.

Adhere, implement and inform residents of Village ordinances. Candidate is not expected to be an enforcement agent, but familiarizing yourself will allow productive conversations to be had with residents when needed.

Candidate must be able to work a flexible schedule during winter months for snow plowing and maintenance.

Candidate must be willing to walk/stand for long periods of time, the ability to work outdoors in all weather conditions and on rough/uneven terrain, and be able to lift 75lbs.