

BAILY ROAD AND CHURCH LANE
P.O. BOX 5187
YEADON, PA 19050



OFFICES: 610-284-1606
FAX: 610-284-2138
WWW.YEADONBOROUGH.COM

BOROUGH OF YEADON

Public Works Employee Job Description

Job Duties

A Public Works employee works under the Public Works Department and reports directly to the superintendent. Responsibilities include; but are not limited to the following: operating a variety of construction and maintenance equipment; performing manual labor activities; maintaining Borough owned property, such as lawn care, sign installation, etc.; maintaining the roads and park; working as sign crews and sewage crews; mowing grass, pruning trees and hedges, planting flowers and trees; cleaning borough offices, garage areas, park facilities, and cleaning up litter and empty trash cans; maintaining sanitary and storm sewers and making repairs and/or conducting routine maintenance procedures; repairing Borough roads, curbs, and sidewalks; sweeping and cleaning up debris and materials from the roads; and snow and ice removal, including manual shoveling of snow.

The position requires the operation of Borough owned vehicles, such as pick-up trucks, backhoes, dump trucks, salt spreaders, snow plows, street sweeper, etc. The candidate will be required to inspect and repair equipment per department procedures. This position also requires the operation of power tools and equipment, such as mowers, chain saws, air compressors, etc.

Any lawful tasks as directed by the superintendent and/or Borough Management.

Required Education: High school diploma or equivalent (Associate's Degree preferred)

Other Requirements:

A valid Pennsylvania State driver's license (CDL preferred) is required as well as knowledge and ability to operate Borough owned vehicles and equipment, such as dump trucks, backhoe, snow plows, salt spreaders, power tools, chain saws, air compressor, etc. the ability to understand and follow written and oral instructions and work independently is required. The candidate will be required to perform heavy manual labor, including lifting heavy objects and working in all type of weather conditions. Safety procedures and practices are required, as well as wearing safety equipment. A good working relationship with coworkers and the general public is a necessity. The candidate must be able to be called out for emergencies such as snowfall, floods, downed trees, etc. and must be knowledgeable in a variety of semi-skilled and skilled maintenance tasks.

Physical Demands

Lifting 50 to 100 pounds occasionally, and/or 25 to 50 pounds frequently, and/or 10 to 20 pounds constantly. Walking or standing frequently.

Working Conditions

Most work is done outside. There is constant exposure to temperature extremes, dust, and odors.