



City of Hamtramck
3401 Evaline Avenue
Hamtramck, Michigan 48212

Public Services Laborer – Temporary

An Equal Opportunity Employer

Job Description Summary:

To perform a variety of public works construction, maintenance, repair and labor activities; to operate power driven equipment and tools; and to perform related work as required.

Essential Job Duties:

- **The following duties are normal for this position. The omission of specific statements of duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**
Locate, mark, and stake, water service lines, water, sanitary and storm sewer mains and laterals.
- Operate dump trucks, snowplows, salters, pumps, air compressors, concrete saws, chain saws, wood chippers, weed whips, tractors, lawn mower, sprayers and other power driven equipment and tools.
- Make minor repairs and adjustments to equipment and facilities.
- Repair and patch streets and alleys.
- Assist in maintaining public buildings.
- Install, remove, and maintain street signs.
- Performs building maintenance and cleaning of all City owned buildings and properties.
- Works on crew performing repairs to City owned infrastructure.
- Completes and enters work orders along with other information into computer.
- Perform related work as required.

Knowledge, Skills, & Abilities

- Reasonable knowledge of work methods, practices and procedures involved in public works construction, maintenance and repair activities.
- Reasonable knowledge of the operation of trucks, snow plows, and other automotive and power driven equipment and tools.
- Ability to perform heavy manual labor under all types of weather and other conditions.
- Ability to understand and follow oral and written instructions.
- Knowledge of the traffic laws, ordinances and regulations involved in the operation of equipment.
- Knowledge of occupational hazards and safety precautions, including proper lifting techniques.
- Ability to work effectively with other employees.



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- Operates hand and power tools, vehicles, and machinery that require a mechanical aptitude.
- Basic computer knowledge, & Microsoft Office experience
- Must be able to lift 45 lbs.
- Performs other duties as required.

Education and Experience:

- High School Diploma or G.E.D.
- Possession of a valid Michigan Driver's License with Clean Record.
- Reasonable experience in a variety of equipment operation, maintenance, construction and repair tasks.
- Be able to work outdoors with expose to natural environments.

The City of Hamtramck is an equal opportunity employer and will not unlawfully discriminate on the basis of race, color, sex, religion, national origin, age, height, marital or veteran status or the presence of medical conditions or disability. Michigan and Federal laws require employers to make accommodations to persons with a disability if the disability can be accommodated within certain guidelines, and the individual can perform the essential job duties with or without such accommodation. Persons with a disability may request an accommodation of their disability by notifying the City of Hamtramck City Manager's office in writing of the need for accommodation.