

**TITLE:       LABORER**

**TITLE OF SUPERVISOR:   Forman and Director of Streets and Utilities**

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**DEFINITION:** This is a general support position. Completes day to day operations of the village service department.

**EXAMPLES OF WORK:**

- Performs general park upkeep.
- General upkeep of all park building, including but not limited to boy/girl scout lodges and restrooms.
- General mowing and trimming of grass in the villages park system and water department wells and towers.
- General upkeep of ball fields, basketball courts, tennis courts, and removal and installation of ice rink.
- Decoration of downtown and municipal building for appropriate holidays.
- Maintenance of storm sewers and catch basins.
- Perform street cleaning and snow removal.
- Maintenance of sewer and manhole covers.
- General maintenance of traffic and crosswalk signals.
- Trash removal in downtown area, clean and replace cans.
- General street repairs, including but not limited to cold patching and small paving jobs.
- Vacuuming of leaves in the fall from tree lawns.
- Performing instillation of water line, in new construction from main to new home/building.
- Perform repairs on curb box to main.
- Repair any problems with the water main line.
- Perform maintenance on hydrants and flushing when needed.
- Perform repairs and installation of water meter in residents and business.

**KNOWLEDGE AND ABILITIES:**

Ability to organize workload and utilize time efficiently.

Ability to communicate effectively both verbally and written.

Ability to maintain a positive attitude.

Ability to function in the team concept.

Knowledge of municipal service department functions and work related duties.

Valid Driver's License

High School Diploma or equivalent