

## **Village of Alsip**

### **Full-Time Position Available**

**JOB TITLE:** Operator II Driver / Laborer (Public Works)

**UNION:** AFSCME

**HOURS:** 7:00 AM- 3:30 PM

**COMPENSATION:** \$21.63/hr

### **GENERAL PURPOSE**

Operate and perform maintenance on trucks and equipment and provide various indoor and outdoor labor. The Class II Driver/Laborer position is a training position designed to prepare employees for Class I Operator responsibilities.

### **SUPERVISION RECEIVED**

Works under supervision of the Crew Foreman

### **SUPERVISION EXERCISED**

None

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

*The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.*

- Operate and perform maintenance on all light to medium duty trucks & equipment (Must pass a D.O.T. physical with drug test)
- Utilize both gas and electric power-tools and non-power hand tools
- Required to perform after-hour callout work as emergency response personnel
- Required to operate snow plows
- Sweep, rake, dig, shovel, lift, pull, push, carry and/or stack during manual labor operations
- Must meet a 25-mile residency requirement

### **PERFORMANCE APPTITUDES**

- Requires the ability to operate, maneuver and/or provide simple but continuous adjustment on equipment, machinery and tools and/or materials used in performing essential functions.
- Ability to interpret instructions furnished in written, oral, diagrammatic or schedule form. Ability to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objective.

### **TOOLS AND EQUIPMENT USED**

Power-tools and non-power hand tools, snow plows, light to medium-duty trucks and equipment, broom, rake, shovel

## **PHYSICAL DEMANDS**

Summary:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The job typically requires physical activity, such as prolonged standing, sitting, driving, walking and bending.

Walks, sits, stands, bends, lifts, crawls, squats, kneels, climbs, reaches, lifts. Move continuously during working hours. Occasionally and repetitively dead lift and carry a minimum of 80 pounds to the bed height of the Public Works large dump trucks (approximately 60 inches).

Use hands and fingers to write, grab, hold, carry, pull, handle or feel objects, tools, or controls, and reach with hands and arms.

Hepatitis vaccine is required.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is moderate.

## **SELECTION GUIDELINES**

Formal application, rating of education and experience, oral interview, reference check, background check, physical examination and job related tests may be required.

*I have read this job description in its entirety. I understand that the duties listed herein are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.*

*I further understand that this job description does not constitute an employment agreement by the Village of Alsip and is subject to change by the Village as the needs of the Village and requirements of the job change.*

Job Type: Full-time

Salary: From \$21.63 per hour

Benefits:

- Dental insurance

- Employee assistance program
- Health insurance
- Health savings account
- Life insurance
- Paid time off
- Retirement plan
- Vision insurance

Schedule:

- 8 hour shift
- Monday to Friday

License/Certification:

- Driver's License (Preferred)

Work Location: In person

## **Village of Alsip**

### **Full-Time Position Available**

**JOB TITLE:** Operator II Driver / Laborer  
**UNION:** AFSCME  
**HOURS:** 7:00 AM- 3:30 PM

**BASIC POSITION FUNCTION:** Various Municipal duties involving inspection, maintenance and repair of Water Department infrastructure to maintain water quality and service to the public.

#### **DUTIES AND RESPONSIBILITIES:**

- Read, install, and diagnose water meters and remote reading systems.
- Maintain and repair water distribution system including fire hydrants, line valves, valve vaults, buffalo boxes and service valves.
- Locate water system underground utilities with the use of maps and line locating equipment.
- General inspection and maintenance of vehicles.
- Clean and maintain Water Department facilities and grounds.
- May perform duties of similar complexity in any village department as required or assigned.
- Must be able to respond to 24-hour call out.
- Other duties may be required and assigned.

#### **POSITION REQUIREMENTS:**

- Requires the ability to operate, maneuver and/or provide simple but continuous adjustment on equipment, machinery and tools and/or materials used.
- Ability to interpret instructions furnished in written, oral, diagrammatic or schedule form. Ability to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objective.
- Minimum education of a GED or HS diploma.
- Ability to read, write, understand and communicate in English.

#### **TOOLS AND EQUIPMENT USED:**

- Powered & non-powered hand tools
- Trucks and/or snow plowing equipment

#### **REQUIRED KNOWLEDGE, SKILL & ABILITY:**

- Class A or B CDL license desired, or ability to obtain one within 6 months of starting employment.
- Must pass IDOT physical and drug screen
- Must complete a background investigation
- Must meet a 25-mile residency requirement

#### **DESIRED EXPERIENCE OR TRAINING:**

- 6-36 months experience in the area of municipal maintenance
- Basic skills in the areas of vehicle and equipment repair

#### **PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Walks, sits, stands, bends, lifts, climbs ladders and/or stairs. Moves continually during working hours. Subject to lifting over 80 pounds without assistance, and 110 pounds with assistance. Use hands/fingers to grasp, handle or feel objects, tools, or controls, and reach with hands and arms. Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Hepatitis vaccine is required.

**SELECTION GUIDELINES:**

Formal application, rating of education and experience, oral interview, reference check, background check, physical examination and job related tests may be required.

**HOW TO APPLY:**

Interested parties should submit an application to [hr@villageofalsip.org](mailto:hr@villageofalsip.org).

Resumes and Applications can also be dropped off at the Village Hall Human Resources Office.

**COMPENSATION:**

\$21.63/hour