



TOWN OF GARLAND
190 S. CHURCH AVE
GARLAND, NC 28441
910-529-4141
www.townofgarlandnc.com

JOB DESCRIPTION- PUBLIC WORKS EMPLOYEE

DEPARTMENT- Public Works

SUPERVISOR- PW Commissioners

SALARY- DOE

START DATE- ASAP

Primary Function:

Under supervision of PW Commissioners, oversees town streets, roads and wastewater treatment. Performs a variety of semi-skilled and skilled tasks. Employees in this position perform a variety of tasks related to the operation and maintenance of equipment, vehicles, facilities and tools. General maintenance of Towns right-of-way and related utilities with demonstrative ability in the following areas: maintain roadways by repairing cracks, potholes, collecting litter, inspecting, reporting and repairing stormwater facilities such as pipes, outfalls, etc. read water meters, work in and around raw sewage/wastewater. Manual digging and excavating, clear minor sewer blockages and call for help in larger problems. Complete work orders accurately, and track parts usage for inventory.

Essential Duties:

Performs routine maintenance to roadways, municipal facilities, park grounds, right of way and other town properties. Collects leaves and branches curbside as requested by residents. Repairing and maintaining town buildings and yard. Removing dead animals from roadways. Address any water meter and sewage issues reported by residents and staff. Complete daily work assignments. Perform all other tasks assigned.

Essential Skills , Knowledge and Abilities:

Knowledge of how basic water and sewer work. Knowledge and experience to operate backhoes, mini excavator, line jetter, and bushhog. Can pull trailer hauling equipment. Any plumbing knowledge, license or certification pipefitting experience, is a plus. Familiar with water meter connections and storm drains. Knowledge of techniques of sewer and water line repair, maintenance, installation and roadway repair maintenance.

Able to work safely, perform manual work, climb, bend, crawl, stretch. Work inside or outside in all weather conditions. Able to use hand tools, power tools, pumps gauges and generators.

Education: High School graduate some trade school or college preferred. 1 year of maintenance/ plumber related experience a must.