



EMPLOYMENT OPPORTUNITY

Job Title: Maintenance Worker--Public Works/Operations
Hiring Range: Grade 15; \$18.68 – \$20.55 hourly DOE
Status: Full time, non-exempt
Application Deadline: OPEN UNTIL FILLED

General Statement of Duties

Performs unskilled work in the general landscape, parks, beach access areas, and street/right-of-way maintenance.

Distinguishing Features of the Class

An employee in this class performs manual labor involving the maintenance of beaches, beach access areas, and the maintenance of park grounds and facilities, street/right-of-way maintenance, and related tasks. Employees work in teams or alone in landscape maintenance activities. Employees are subject to hazards including working in outside environments, in extremely hot and cold weather, and exposure to noise, vibration, moving mechanical parts, atmospheric conditions, oils, and skin irritants. Work is performed under regular supervision and work is evaluated by observation to determine the effectiveness of collection duties.

Duties and Responsibilities

Essential Duties and Tasks

- Performs landscape maintenance; trims trees and bushes for sight distance around intersections; fertilizes, waters and prunes shrubbery; assists with installation of landscape designs and materials.
- Remove trash from public areas.
- Moves furniture and sets up rooms for meetings.
- Performs maintenance and minor repairs on assigned equipment such as changing blades, greasing, sanding, painting, etc.
- Performs maintenance and repairs to sprinkler system such as repairing and/or replacing heads or nozzles, adding new lines, fixing leaks, etc.
- Operates trimmers, gator, front end loaders, chain saws, dump trucks, and related light equipment and vehicles.
- Pressure washes bleachers and sidewalks.
- Maintains good relationships with the public through courtesy and respect for individual property. Participate in street sign erection and repair.
- Maintains simple records of work activities.

Additional Job Duties

- Performs related duties as required.

Recruitment and Selection Guidelines

Knowledges Skills and Abilities

- Knowledge of the maintenance and repair of landscaping, care of shrubs, and sprinkler system operation and maintenance.

Knowledges Skills and Abilities (continued)

- Knowledge of the occupational hazards and necessary safety precautions of assigned tasks. Working knowledge of the laws, regulations, policies, and procedures related to building and grounds maintenance.
- Skill in the operation of light equipment.
- Ability to perform manual labor in varying weather conditions.
- Ability to understand and follow oral and written instructions.
- Ability to keep simple records.
- Ability to cooperate and work as a team member in completing assignments.

Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and perform repetitive motions. Must be able to perform heavy work exerting up to 100 pounds of force occasionally; 50 pounds of force frequently; and 20 pounds constantly. Must possess visual acuity to operate equipment and distinguish safety hazards of the work which may affect self and others.

Desirable Education and Experience

Graduation from high school and some related experience in landscape maintenance or an equivalent combination of education and experience; possession of a valid North Carolina driver's license.

The Town of Oak Island offers a comprehensive benefits package which includes medical, dental and vision coverage at low or no cost for their employees, participation in a 401K plan and the State Retirement System, as well as paid holidays and vacation/sick time. The Town is an Equal Opportunity Employer.

How to Apply:

You must submit a completed employment application, which can be found on the Town's website, www.oakislandnc.gov under the "Jobs" tab located on the opening page banner. Applications can be emailed, dropped off, or mailed (see below).

Where to Apply:

Town of Oak Island
Attn: Human Resources
4601 E. Oak Island Drive
Oak Island, NC 28465
Telephone: (910) 201-8014
Email: HR@oakislandnc.gov