

Town of North Hempstead- Administrative Services

Laborer 1 Full-time Position

GENERAL STATEMENT OF DUTIES

Performs a wide variety of unskilled or semi-skilled manual tasks; performs related duties as required.

COMPLEXITY OF DUTIES

Under direct supervision, the work is routine and repetitive, requiring the limited use of judgment.

TYPICAL DUTIES

1. Loads and unloads gravel, sand, stone, building material, equipment, and supplies.
2. Sweeps and cleans roads, work and recreation areas (mostly cleaning inside and outside of Town Hall).
3. Assists with road building, paving, and other activities such as patching, leveling, grading, spreading tar, and painting lines.
4. Assists with snow removal and plowing, sanding and salting of roads, and erection and removal of snow fences.
5. Mows lawns, plants bulbs, shrubs and trees, spreads fertilizers, edges grass, digs ditches, cleans culverts, and erects simple structures such as posts, signs, and fences.
6. Assists in building cement forms, and mixing and laying concrete.
7. Assists skilled workers in a wide variety of tasks by performing duties of unskilled or semi-skilled nature in repairing motor equipment, painting signs, and maintaining buildings, parks, and grounds.
8. Operates light motorized equipment, as required.
9. In the Nassau County Bridge Authority, operates heavy motorized equipment on an emergency basis for only those that possess a commercial driver license.

***TYPICAL ADA ESSENTIAL FUNCTIONS**

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES

1. Knowledge of tools and methods commonly used in maintenance of roads, buildings, and other structures.
2. Ability to carry out simple instructions.
3. Ability to make simple repairs and perform routine maintenance tasks.
4. Ability to do physically arduous work.
5. Ability to operate a motor vehicle.

Hours: 2pm - 10pm (this is a night differential shift, which may result in a higher rate of pay)

Salary: \$51,601/year (\$24.81/hour)

MINIMUM QUALIFICATIONS

Training and Experience

1. No formal educational requirements.
2. No prior experience requirements.

Necessary Special Requirement

1. Where required, possession of a valid New York State Driver License.
2. For assignment to the Nassau County Bridge Authority continuing possession of a valid CDL (Commercial Driver License) issued by the State of New York may be required.

If you have an interest, please email your resume and cover letter to the HR Commissioner at careers@northhempsteadny.gov.