

**COUNTY OF CARBON
JOB ANNOUNCEMENT
NON-UNION**

BULLETIN Y

POST DATE: May 4, 2021

APPLICATION DEADLINE DATE: May 19, 2021

*Applications to be filed with Human Resources Department – County Administration Building
mail: Carbon County Human Resources, PO Box 129, Jim Thorpe, PA 18229, or
email: carbonhr@carboncounty.net or
fax: 570-325-9492*

POSITION: Summer Laborer

DEPARTMENT: Summer Program

RATE OF PAY: \$11.16 per hour

HOURS WORKED: 7:00 a.m. – 3:00 p.m. (7 ½ hour day)

OVERALL OBJECTIVE OF JOB: To perform general maintenance duties and repairs duties of County owned bridges

QUALIFICATIONS:

High school diploma.

ESSENTIAL FUNCTIONS OF JOB:

1. Performs maintenance and repair duties as required on various areas and equipment.
2. Checks equipment for proper operation, and makes minor adjustments if necessary.
3. Cuts grass and trims weeds, as required.
4. Operates power equipment and hand tools to perform essential job duties.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

1. Must be able to speak and understand the English language in an understandable manner in order to carry out essential job duties.
2. Must possess ability to function independently, have flexibility and the ability to work effectively with clients, co-workers and others.
3. Must possess knowledge of the methods, tools and practices used in general maintenance and construction.
4. Must possess knowledge and ability to detect defects in equipment and make proper adjustments.
5. Must possess knowledge of the occupational hazards and safety precautions and the ability to exercise skill in the care and use of various tools and equipment.
6. Must possess ability to utilize County equipment such as a weed trimmers, hand tools, etc.
7. Must possess ability to follow oral and written instructions.
8. Must possess ability to accurately and safely complete general repairs on County owned bridges.

WORKING CONDITIONS:

1. Works with average outdoor exposure to noise, stress and disruptions.
2. Subject to periodically working in adverse conditions or various outdoor elements depending on nature of job assignment.

PHYSICAL REQUIREMENTS:

1. Must possess ability to record, convey and present information, explain procedures and follow instructions.
2. Must be able to stand and walk intermittently for long periods throughout the workday, with occasional sitting, bending, twisting, stooping, climbing, carrying, pushing, pulling, reaching and grasping and driving as necessary to carry out duties of job.
3. Dexterity requirements range from simple to coordinated movements of fingers/hands; feet/legs; torso as necessary to carry out duties of job.
4. Medium work, with frequent lifting/carrying of objects weighing from 25 - 50 pounds; occasionally lifts of 100-pounds.
5. Must demonstrate emotional stability.
6. Must be able to move frequently throughout the work day.
7. Must have average strength and physical endurance and ability to lift up to 100 pounds as necessary.

AN EQUAL OPPORTUNITY EMPLOYER

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