

May 29, 2019

TOWN OF LANCASTER
PARKS, RECREATION AND FORESTRY

The Town of Lancaster Parks, Recreation and Forestry Department is accepting applications for a full time position of Laborer.

For further information, please refer to the following outline of qualifications and responsibilities. Questions may be directed to Michelle Barbaro, Park Crew Chief at 684-3320 or mbarbaro@lancasterny.gov.

Please send application and resume to the Town of Lancaster Parks, Recreation and Forestry, 525 Pavement Road, Lancaster, NY 14086. We will be accepting applications until June 7, 2019.

LABORER

DISTINGUISHING FEATURES OF THE CLASS: The work involves performing routine manual work requiring physical endurance and willingness to perform a variety of routine and repetitive tasks. Direct supervision is received from a variety of higher ranking employees who make work assignments and review work completed. Supervision is not a function of this position. Does related work as required.

TYPICAL WORK ACTIVITIES:

Cleans and services buildings by sweeping and mopping offices, halls, stairways, etc.;

Waxes and buffs floors with mechanical equipment;

Oils, lubricates or greases motors such as found in engine room, laundry, elevators, vehicles, etc.;

Cleans lighting fixtures, replaces light bulbs, and washes windows, moves furniture and equipment and washes walls;

Assists with outside work such as sweeping walks, shoveling snow, cutting lawns, trimming hedges, etc.;

Loads and unloads trucks;

Cleans and performs minor maintenance on trucks, tractors, other vehicles, including changing tires, checking fluid levels, etc.;

Picks up and disposes trash or soiled linen;

Complies with various Occupational Safety & Health Administration laws and regulations, including reading and understanding Material Safety Data Sheets relating to hazardous materials and other substances;

Delivers clean linen;

Acts as a messenger;

May occasionally act as a crew leader for part-time, seasonal and less senior personnel in training.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the maintenance and repair of buildings, fixtures and equipment;

Ability to make a variety of simple repairs and adjustments to buildings and equipment;

Ability to lift medium weights;

Willingness to perform routine manual work;

Willingness to work under all weather conditions;

MINIMUM QUALIFICATIONS:

Applicants must be able to perform moderately heavy physical labor, and be able to read, write and understand the English language.

NOTE: Verifiable part-time and/or volunteer experience will be pro-rate toward meeting full time experience requirements.