



## **Town of Ithaca Job Posting:** **LABORER- Public Works**

The Town is recruiting for a Laborer position which performs the physical/unskilled duties of the construction trades. This is hard physical work that requires endurance and a willingness to perform physically demanding tasks indoors and outdoors in all weather conditions. An employee in this class is responsible for assisting skilled workers in performing a variety of tasks such as road construction and maintenance, building construction and maintenance, landscaping, buildings and grounds maintenance, cleaning of fleet vehicles, painting, and any other cleaning or minor repair work required. A Laborer who has obtained the appropriate license or learner's permit may be assigned to operate heavy trucks or heavy equipment on a trainee basis. The work is generally performed under direct supervision. Supervision of others is not a function of this class. The incumbent will perform all related duties as required.

The Town of Ithaca is a mosaic of rural, suburban, and urban landscapes that surround the City of Ithaca. It is a college town, a farm town, a Finger Lakes community, and a tourist destination renowned for its scenic vistas, forested hillsides, gorges, waterfalls, and Cayuga Lake. Town Hall is located within the City of Ithaca at 215 N. Tioga Street. Town Hall includes several administrative offices and the Planning and Code Enforcement Departments. Public Works and Engineering Departments are located at 114 Seven Mile Drive.

**Town of Ithaca strongly values a diverse and inclusive workforce. Town Board, Management and staff are committed to equity and inclusion and encourage those with similar values to apply.**

### **SOME OF THE TYPICAL WORK ACTIVITIES:**

The following work activities are illustrative. Not all duties will be performed at every location in the jurisdiction. In addition, other unspecified labor-class duties may be assigned by the supervisor or appointing authority, as necessary.

May operate heavy trucks (with possession of the appropriate license or learner's permit) or heavy equipment on a trainee basis; • May operate (with the appropriate license) light trucks, automobiles, mowing tractors, broom tractors or other motorized equipment; • May rake and shovel asphalt to patch potholes or assist in the paving of roads; • May assist in the installation, maintenance and repair of sidewalks by shoveling, jack hammering, laying forms, and pouring cement; • May assist in the installation, maintenance, and repair of pipeline by excavating, laying pipe, and back filling; • May cut brush, remove dead trees, plant grass, and mow lawns or rights-of-way; • May clean debris from parking lots and culverts; • May shovel snow, remove ice, and spread salt on targeted areas; • May serve as a wing person on a snowplow; • May operate power tools and equipment such as saws, mixers, jackhammers, snowblowers, mowers, or tractors; • May act as a flag person on road-repair jobs; • May perform routine maintenance on water and sewer systems; • May clean and maintain vehicles and building areas; • May pick up and haul recyclables and trash; • May take part in general grounds maintenance activities such as litter and debris removal, lawn mowing, weed-eating, raking, reseeding, and trimming; • May make deliveries, load and unload materials, and perform all necessary moving services; • Acts as an essential personnel and may be required to respond to emergency call-ins.

### **MINIMUM QUALIFICATIONS: (for Town of Ithaca)**

Must be a resident of Tompkins County or contiguous county and must be able to respond to emergencies within 30 minutes of a call-in. Must possess and maintain a valid New York State driver's license and clear driving record for the duration of employment. The physical ability to lift and routinely handle weights in excess of 50 pounds.

**Future consideration: Commercial Driver's License and equipment experience is not required, however, is beneficial as they would be necessary for potential future promotion opportunities to a Motor Equipment Operator.**

**To apply must submit application at:** <https://www.tompkinscivilservice.org/civilservice/apply/8582>

*Or from the Vacancy page scroll down the list to the bottom of page and refer to Town of Ithaca listings. Please attach a cover letter and resume when filing.*

Questions regarding the online application program contact Tompkins Co. Civil Service 607-274-5526

**Filing deadline: Sunday, June 16, 2024 or may be left open until filled**

Questions directed to: Judy Drake, Human Resources Manager (607) 273-1721x115 or via email:

[jdrake@townithacany.gov](mailto:jdrake@townithacany.gov)

**Civil Service Exam:** Not Applicable

**Hiring Rate:** \$23.45 per hour hiring rate based on 40 hour per week schedule- 2024 rate

**Office Location:** Public Works Facility, 114 Seven Mile Dr., Ithaca

**Work Hours:** Monday – Friday, 6:30 am – 3:00 pm Emergency response overtime required.

**Benefits:** paid Holidays, Vacation, Sick and Personal time to allow for work life balance. Health and Life Insurance provided, Dental and AFLAC insurance optional, NYS Retirement pension provide and retirement deferred compensation program optional.