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# Highway Service Worker 2

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This Job Announcement outlines factors of qualifications and experience identified as necessary and desirable for candidates applying to the above position to possess and provides background information on the community and Hamilton Township.

Importantly, this Job Announcement will be used as a guide in the recruitment process, providing specific criteria by which all applications will be screened and individuals selected for the interview, and appointment consideration.

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## Candidate Qualifications Profile

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**Hiring Range:** Hourly, \$18.00 - \$20.00, based on qualifications  
**Classification:** Monday-Friday, 7am - 3:30pm  
(Some evenings & weekends required)  
**Reports To:** Public Works Director  
**FLSA:** Non-Exempt  
**Posted:** November 23, 2022  
**Closes:** Open until filled  
**Department:** Public Works  
**Status:** 40 hours per week

**General Statement of Duties and Distinguishing Features of Class** An individual performing the work of this position is responsible for providing a highly visible function for the Township residents; the maintenance and upkeep of Township roads, parks, buildings, and grounds. As such, the service worker needs to maintain a neat and clean appearance and wear issued uniforms. Under general supervision, the Highway Service Worker 2 is responsible for a variety of road maintenance, uses and/or operates various heavy and light construction equipment, performs snow and ice removal and related support operations, and assists with vehicle, equipment, building, and park maintenance.

### Examples of Work (Illustrative Only)

- Performs specialized and complicated excavation of ditches and trenches, waterways, and gravesites.
- Performs moving of soil, gravel, brush, and other materials.
- Operates specialized maintenance equipment (e.g., backhoe, roller, asphalt reclaimer, and other maintenance equipment).
- Performs tree and limb removal, roadside mowing, and vegetation control; operates riding and push mowers;
- Operates dump trucks with and without snowplows; performs snow and ice removal
- Performs other duties work as required.

### Requirements

- High-school diploma or G.E.D
- Possess and retain a valid Ohio Driver's License: CDL-A or CDL-B endorsement to operate motorized equipment
- Basic knowledge of mechanic, carpentry, garden, and other hand tools;
- Thorough knowledge of safety procedures and requirements for the excavation of trenches and the operation of specialized maintenance equipment as required by Federal and State Regulatory Agencies;
- Ability to operate specialized maintenance equipment (e.g., compactors, jack hammers, chain saws, weed cutters, air compressors, cutting tools [saws], basic levels, survey tools, metal detectors, and other equipment as needed);
- Operation of dump trucks and farm tractors with attachments (6 months training and/or experience needed);
- Operation of riding and push mowers (6 months training and/or experience needed);
- Operation of complicated machinery required for the maintenance of roadways, waterways, building and grounds (backhoe, roller, asphalt re-claimer, and other maintenance equipment) [1 year experience and/or 18 months training in the operation of stated specialized machinery needed];
- Ability to understand and follow oral and written instructions;
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals;
- Ability to apply concepts such as commissions, fractions, percentages, ratios, and proportions to practical situations;
- Available for scheduled and emergency overtime;
- Ability to complete tasks with limited supervision and as instructed;
- Willing to carry cell phone on & off duty.

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## Benefits Profile

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- The Ohio Public Employees Retirement System (OPERS)
- Health, Dental, and Vision Insurance Effective on hire date.
- Company-paid Life insurance
- Twelve Paid holidays
- Vacation
- Compensatory Time
- Sick leave
- Funeral leave
- Paid continued education.

No part of this Job Announcement is meant to imply a contractual relationship for the respective position and no person may alter this non-contractual relationship at any time.

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## Selection Guidelines

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Application for this position can be obtained online at [www.hamilton-township.org/employment/](http://www.hamilton-township.org/employment/) or by calling Human Resource Manager Cheryl Allgeyer at 513-683-8520, or by emailing at [callgeyer@hamilton-township.org](mailto:callgeyer@hamilton-township.org). Application, resume, and cover letter should be submitted to Cheryl Allgeyer. Applications must be submitted prior to the closing date listed above under candidate qualifications. If you are selected for employment, you must be willing to undergo the following tests to commence work: Background Investigation, Polygraph, Physical, and Drug and Alcohol Test.

*Equal Opportunity Employer  
Women, Minorities, and Others are Encouraged to Apply*

