



# Charter Township of East China

OFFICES AT 5111 RIVER ROAD ♦ EAST CHINA, MI 48054 ♦ 810-765-8879 ♦ FAX 810-765-1408

## JOB ANNOUNCEMENT 4/15/2024

Position Title: Department of Public Works Laborer

Position Type: Full time, Non-exempt, union

Rate of Pay: \$22.72

Benefits: Defined benefit with match, life, AD&D insurance, health insurance, paid vacation & holidays

Shift: 7:30 a.m. to 3:30 p.m

Start date: Immediate

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### **Job summary:**

Install, maintain, and/or repair Township sewers, water lines, hydrants, parks, cemetery, trees and other Township properties.

### **Responsibilities and Essential Duties and Functions: (including but not limited to)**

- Operate, maintain, & repair sanitary sewer collection system
- Operate, maintain, & repair water distribution system
- Maintain parks, cemetery, and other public areas
- Respond to resident complaints & concerns
- Operate & maintain a variety of light motor vehicles and construction equipment
- Operate a variety of power & hand tools
- Perform additional related work as required

### **Essential Functions, Qualifications, and Knowledge, Skills, and Abilities**

- Knowledge of the procedures/practices for operating and maintaining assigned vehicles and mechanical equipment
- Knowledge of safety procedures/precautions involved in various public works projects and equipment operation
- Skill in operation of assigned vehicles/mechanical equipment/power tools.
- Skill in establishing/maintaining effective working relationships with fellow employees
- Required training includes a high school diploma or equivalent.
- Michigan Driver's License is required
- Must be able to hear and see well to perform duties
- Must be able to climb and crawl and be physically mobile to perform duties
- Must be able to work above and below ground in holes or trenches
- Must be able to lift 50 or more pounds on a regular basis to perform duties
- Must be able to carry township cell phone and be "on call" or come to work on short notice

All candidates invited to apply for employment with the Charter Township of East China shall execute an **Information Release Authorization Form** as part of the employment process. The **Information Release Authorization Form** shall give the Charter Township of East China permission to conduct a full background check. Background checks may include obtaining information regarding the applicant from all or part of the following entities: former employers, law enforcement agencies, Secretary of State Division of Motor Vehicles, licensing and/or certification bureaus. For consideration send resume to: East China Township, Attn: Township Manager 5111 River Road East China MI 48054 or email: [manager@eastchinatownship.org](mailto:manager@eastchinatownship.org). OPEN UNTIL FILLED