



TOWN OF PITTSBORO

Invites applications for the position of:

Public Works Maintenance Worker

An Equal Opportunity Employer

HIRING SALARY \$31,000 - \$34,700 Annually (Anticipated Hiring Range)

CLOSING DATE Open Until Filled

POSITION TYPE Full-Time (Monday – Friday, 7:00am – 3:30pm)

DEPARTMENT Public Works

SUMMARY The Public Works Maintenance worker is responsible for maintenance of Town owned properties and right of ways.

ESSENTIAL JOB FUNCTIONS

- Mowing & grounds maintenance of Town property and right of ways
- Operates mowers, tractors, vehicles, and other small equipment.
- Utilize a variety of hand and power tools in maintenance work.
- Assists in traffic control at work sites.
- Rotation on-call is required.
- Customer Service to Town Residents via picking up brush, yard waste etc.
- Performs other related duties as assigned.

Knowledge and qualifications

- Applicant must have the ability to read and write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- Sufficient experience to understand the basic principles relevant to the major duties of the position.
- Possession of a valid North Carolina Driver's License and a safe driving record.

ADDITIONAL INFORMATION

- Interested applicants must submit a completed online application to be considered.
- This is a continuous recruitment; review of applications will begin immediately. Prompt application is highly encouraged. Recruitment will close without notice when enough qualified applications are received or all hiring decisions have been made.
- Successful candidates will be subject to a background check and drug screening.
- Applications are available on the Town's website at <https://pittsboronc.gov>
- Mail applications and resumes to the Town Clerk at P.O. Box 759, Pittsboro, NC 27312, or email to cbullock@pittsboronc.gov