

The Village of Lawrence is currently accepting applications for two (2) open Operations and Maintenance Technician positions. Candidates will have a strong mechanical aptitude, and knowledge of infrastructure. This is a “hands-on” position. Previous public works experience is a plus.

### **Duties to Include**

- ↗ Street patching
- ↗ Sidewalk repair
- ↗ Repairing and erecting fences, signs, guard rails and recreational equipment
- ↗ Mowing grass, planting and maintaining trees, shrubs and flower beds
- ↗ Removing trash and litter from parks, streets, recreation areas
- ↗ Lift station, well pump house and water tower maintenance
- ↗ Operation and management of potable water and wastewater treatment systems
- ↗ Ability to mix chemicals accurately
- ↗ Snow plowing in winter months
- ↗ Respond to emergency conditions related to public works
- ↗ Maintain a safe working environment
- ↗ Conduct meter reading of water meters
- ↗ Operate and maintain heavy equipment
- ↗ Assist Supervisor with the daily operation of the Village DPW as assigned
- ↗ Maintain excellent resident relations
- ↗ Valid CDL-B Michigan Drivers license or ability to obtain
- ↗ Conduct meter reading of electric meters for internal office monitoring of lift stations and well houses
- ↗ Other duties as assigned by DPW Supervisor, Village Manager or Village President

### **Requirements**

- ↗ Reasonable knowledge of mowers and other power driven tools
- ↗ Ability to understand and follow oral and written instructions
- ↗ Ability to perform heavy manual labor for extended periods in all types of weather and under various working conditions
- ↗ Ability to work effectively with other employees and the public
- ↗ Ability to work alone and achieve objective with minimal supervision
- ↗ Must have good vision and be able to operate equipment without limitation to complete duties
- ↗ Must be able to lift at least 60 lbs. regularly to complete duties
- ↗ Must be able to climb towers and crawl into manholes and trenches to complete duties
- ↗ Graduation from an accredited high school or the equivalent
- ↗ Must be at least 18 years of age
- ↗ Must have a VALID operator’s license
- ↗ Basic computer skills
- ↗ Must be able to be on-call during assigned on-call periods with a 30 minute response time
- ↗ Strong math skills

↗ High school graduate or equivalent