

**VILLAGE OF LAWRENCE**  
**DEPARTMENT OF PUBLIC WORKS**

*The Village of Lawrence is seeking a hardworking individual for a full-time 40 hrs. per week position with potential overtime in the Public Works Department as a Maintenance Employee.*

**Minimum Qualifications:**

- High School Diploma or equivalent
- Valid Michigan Driver's License
- Class B CDL with air brake, or the ability to obtain a Class B CDL with air brake within 1 year of hire
- Ability to pass a Pre-Screen Drug Test and Physical
- Excellent written and verbal skills
- Demonstrate working knowledge of tools, equipment and materials used in operation and maintenance of machinery, troubleshooting techniques, and basic mechanics
- Basic computer knowledge of Excel and Word

**Physical Demands:**

- The employee must be able to squat, stoop, or kneel
- While performing the duties of this job, employees are frequently required to stand and walk.
- The employee will occasionally lift and/or move up to 80lbs. of material

**Primary responsibilities for this position include, but are not limited to:**

- Operation of Construction Equipment: Loader, Backhoe, Tractor, Among others
- Water / Wastewater Maintenance
- Street Maintenance
- Park Maintenance
- Perform other activities as assigned
- Rotating on call schedule with weekends and Holidays
- Ability to work outdoors in all weather conditions
- Ability to work independently

**Benefit Package Including:**

- Paid vacation, sick leave, and holidays
- Medical, Dental, Vision, and Life Insurance
- Short- and Long-Term Disability plan
- Retirement with applicable match
- Starting base pay of \$20.00 (Dependent on Qualifications)

***For additional information and to submit a resume please contact Amy Cordes, Village Manager, at 269-674-8161 or [manager@lawrencemi.org](mailto:manager@lawrencemi.org)***