



## City of Galesburg

Operating Under Council – Manager Government Since 1957

### **Notice of Position Vacancies**

The City of Galesburg seeks interested applicants to fill seasonal part-time maintenance positions in the Street Division. These temporary positions will continue for a maximum of 1,000 hours worked. The position pays \$11 an hour.

#### **General Description of the Positions**

These positions assist permanent City employees engaged in street maintenance, and street and sidewalk repair. Duties will vary depending on the specific assignment, but generally include repair, replacement and patching of concrete, asphalt and brick street and sidewalk surfaces.

#### **Essential Duties of the Positions**

- Repairs, replaces and patches concrete, asphalt and brick street surfaces.
- Replaces culvert, storm sewers, gutters and other drainage facilities.
- Construct and repair curb and gutter and storm sewer inlets.
- Construct and repair sidewalks and driveways.
- Fills in shoulder ruts with dirt or gravel.
- Operates and maintains small tools and power equipment applicable to the job, such as front-end mower, chain saw, stump grinder, wood chipper, jack hammer, string-line trimmer, concrete saw and push mowers.
- May operate a variety of automotive and heavy equipment, such as lift trucks, pick-up trucks, dump trucks, backhoes, and front-end loaders, depending upon licensure and qualifications.

#### **Minimum Requirements**

- High School Diploma or equivalent (GED) required.
- Valid Illinois Driver's License required (CDL preferred).
- Six months of experience in construction, maintenance, or similar work.

#### **Required Skill and Ability**

The successful applicant must possess the ability to:

- Read, write and understand the English language.
- Read, interpret and apply policies and procedures, and follow instructions.
- Comply with all City and Departmental safety rules and regulations.
- Establish and maintain positive relationships with the public and co-workers.
- Perform moderate to heavy physically demanding work in an outdoor environment.

### **How to Apply**

To apply, all applicants must complete and submit an electronic application for employment through the City's website at: [http://www.ci.galesburg.il.us/city\\_initiatives/human\\_resources/](http://www.ci.galesburg.il.us/city_initiatives/human_resources/).

To receive full consideration, applications should be submitted as soon as possible. Recruitment will continue until all positions are filled.