Charter Township of Orion

Full-time Position Available
Safety Paths & Trails Maintenance Worker

The Township is seeking qualified applicants for the position of full-time Safety Path & Trails Maintenance Worker. Duties include, but are not limited to, a variety of killed and unskilled tasks associated with the maintenance of the Township’s safety paths; operates a wide range of motorized and non-motorized equipment and tools; performs inspections and maintenance on tools and equipment that is assigned; assists other work divisions when assigned; assists with construction and maintenance of trails and safety paths.

Minimum qualifications include knowledge normally acquired through completion of a high school degree or equivalent, two years landscaping experience, hold valid Michigan Driver License; knowledge of working with simple hand tools, motor tools and tree trimming tools, ability to operate tractor, utility vehicle and mower, general knowledge of carpentry, ability to identify unsafe conditions and determine course of action to rectify situation, ability to comprehend oral and written directions and ability to make safe, sound decisions when face with immediate dilemma. Frequently required to sit, talk and hear, walk along paths and trails, must be able to use hands and fingers to operate objects, tools, controls and must reach with hands and arms to life and/or move 75 pounds.

Please scroll down for the full job description.

This is a Union position, for 40 hours per week, including evenings and weekends as needed, full benefits, with a start rate of $17.65 per hour. Approved applicant must have a complete physical and drug screening along with background check.

Please submit your cover letter, resume and completed application to the Orion Township Supervisor’s Office, 2323 Joslyn Rd., Lake Orion, MI 48360. Position open until filled.

Chris Barnett
Supervisor
Job Title: Safety Path & Trails Maintenance Worker
Department: Parks & Recreation
Reports to: Parks & Facilities Superintendent
Union Affiliation: Technical Unit
Position Level: 4
FLSA Status: Non-Exempt

Job Summary

Under the general direction of the Parks & Facilities Superintendent, this position performs a variety of skilled and unskilled tasks associated with the maintenance of the Township’s safety paths; operates a wide range of motorized and non-motorized equipment and tools; performs inspections and maintenance on tools and equipment that is assigned; assists other work divisions when assigned; assists with construction and maintenance of trails and safety paths.

Essential Job Functions

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the level and/or class of this position.

1. Maintain safety paths.
2. Perform vegetation clearing and cleaning.
3. Inspects and maintains all safety paths within Orion Township.
4. Performs safety path and trail maintenance and assist with construction.
5. Perform inspections and maintenance of machinery and equipment.
6. Operates and maintains safety path machinery and equipment.
7. Rake, shovel, trim, mow and weed whip debris and growth from all safety paths and trails.
8. Maintain a positive and professional manner.
10. Assists other work divisions and departments when assigned.
11. Oversee Adopt-a-Trail Program.
12. Performs other duties as assigned.
Job Qualifications

1. High School Diploma or equivalent.
2. 18 years of age.
3. Two years landscaping experience.
4. Must have a positive attitude and be self-motivated to complete tasks without supervision.
5. Must hold a valid Michigan Driver License and have a driving record in Good Standing. To be in Good Standing Driver must be subject to a current DMV printout report with none of the violations below*:
   A. Any major violations (DWI, homicide, reckless driving, drugs, leaving the scene) within the last three years.
   B. Two or more other moving violations and one at fault accident in the last three years.
   C. Three or more other moving violations in the last three years.
   D. Two or more at fault accidents in the last three years with no moving violations.

*Drivers will not be qualified for this position if they meet or exceed any of the four guidelines at any time during the course of employment. It is the employee’s responsibility to inform Charter Township of Orion any violations that result in more than two (2) points for a violation. Possession of CDL not required, but preferred.

6. Knowledge of working with simple hand tools, motor tools and tree trimming tools.
7. Ability to operate a tractor, utility vehicles and mower.
8. General knowledge of carpentry.
9. Ability to identify unsafe conditions and determine course of action to rectify the situation.
10. Ability to comprehend oral and written directions and the ability to make safe, sound decisions when faced with an immediate dilemma.
11. Frequently required to sit and talk and hear, walk along trails and paths, must be able to use hands and fingers to operate objects, tools, or controls and must reach with hands and arms, ability to lift and/or move 75 lbs.

Working Conditions/Physical Demands

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

1. 40 hours per week, including weekends and evenings as needed. Extended workday may be required.
2. Vision abilities required by this job include close vision and long vision, as well as the ability to adjust focus.

3. Must wear appropriate professional dress for the season in the uniform provided.

4. Position requires work in all outdoor weather conditions throughout the year. Therefore, the individual will be subject to extreme heat and cold necessary to complete work assignments.

*I have reviewed and understand the above job description and believe it to be accurate and complete and that I can successfully fulfill each duty or task. I also agree that Management retains the right to change this job description at any time.*

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*This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. They are not to be construed as an exhaustive list of all duties that may be performed by an employee so classified. This document is not intended to be a contract between the employee and the employer.*

*Orion Township is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, height, weight, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need.*

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