



## Employment Opportunity Village of Woodlawn, Ohio Seasonal Maintenance Worker

The Village of Woodlawn, Ohio is seeking a responsible and professional individual for the part-time seasonal position of, Maintenance Worker. This position reports to Public Works Director. It consists of performing all aspects of maintenance and performs semi- skilled work for Village of Woodlawn facilities and properties.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Mows and maintains village-owned public areas; collects and disposes of solid waste from buildings and grounds; picks up litter from public right of way; erects or repairs signage; cleans catch basins, maintains streets, etc.
- Responds to service requests regarding pot holes, flooding, right-of-way problems, signals, street lights or related issues; evaluates situation; explains findings to supervisor.
- Ability to drive trucks of various sizes and weights for loading and hauling various materials.
- Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
- Performs custodial work such as required and assigned, including: change light bulbs and fluorescent tubes; sweep floors; vacuum carpets; mop; shampoo and steam clean carpets; buff non-carpeted areas; dump garbage and reline cans with liners; clean and sanitize restrooms and replenish supplies

**The pay range is \$\$11.00-\$16.00**

### Qualifications and Education Requirements:

High School Diploma required  
Experience in a related field is desired  
Valid State Driver's license  
CDL certification or ability to obtain within 30 days of hire.

The successful candidate must pass a background check.

### How to Apply:

Application can be obtained at <http://www.beautifulwoodlawn.us/careers/> Please send completed applications and resume with cover letter to:

Village of Woodlawn  
Human Resources 10141 Woodlawn Bld. Ohio 45215,  
[hr@beautifulwoodlawn.us](mailto:hr@beautifulwoodlawn.us).

Position will remain open until filled.

Village of Woodlawn is an equal opportunity employer.