

City of Harvard Maintenance Worker Public Works Dept.

The City of Harvard is accepting applications for the position of Maintenance Worker in the Public Works Department. Applications may be obtained at Harvard City Hall, 201 W. Diggins St., Harvard, IL. or at www.cityofharvard.org/jobs The deadline for applications is August 31, 2018, at 5:00 p.m. The City of Harvard is an Equal Opportunity Employer and Drug Free Workplace.

Applicant must be 18 years of age or older and have a High School Diploma or equivalent and a CDL License. Applicant must demonstrate the ability to work in the public sector, be on 24 hour call once every 5 weeks, be available Nov through March for snow operations and must be able to operate heavy equipment.

1. Maintenance workers report to the Public Works Superintendent/Asst. Superintendent and Lead man.
2. Maintenance workers are responsible for the operation of equipment and tools that is needed on a daily basis to complete work assigned by the Public Works Superintendent/Asst. Superintendent.
3. Maintenance workers shall perform manual labor as assigned by the Superintendent/Asst. Superintendent or by a lead man.
4. Maintenance workers shall perform all other duties and assignments as directed by the Public Works Superintendent/Asst. Superintendent and Lead man.

PHYSICAL DEMANDS

While performing the duties of this position the operator must be able to occasionally lift or move up to 50 pounds, and will be required to reach with hands and arms, stand, walk, sit, to use hands to operate objects, tools and controls, to climb ladders, balance on catwalks, operate in manholes and confined spaces, operate motorized vehicles and equipment. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

SUMMARY OF BENEFITS

1. Starting base annual pay is \$55,785.60
2. Health/Dental/Life Insurance Coverage
The City currently contracts with Blue Cross/Blue Shield of Illinois for health/dental insurance which offers 4 tiers of coverage (employee, employee + spouse, employee + child(ren) and family). Regardless of the level of coverage, the City pays 80% of premium and the employee pays 20%. Employees have a \$10,000 life insurance policy with the same 80/20 premium split.
3. Pension IMRF (4.5% of wages)
4. Vacation accrues as follows:

<u>Years of Uninterrupted Service</u>	<u>Yearly Vacation Days</u>
1 year	5
2 - 5 years	10
5 - 10 years	15
11 years	16
12 years	17
13 years	18
14 years	19
15 years	20
16 years	21
17 years	22
18 years	23
19 years	24
20 years	25
5. Uniform allowance