



Help Wanted

Part/Time Laborer -General Services, Grounds, Roads, Public Works

Job Description

The Town of Castine is seeking a permanent, part-time employee for its Public Works/General Services ("PW") Department. The position is 20 hours per week. Candidate should be able to lift 50 pounds on a regular basis. This person will work with 2 FT employees in our Public Works/General Services Department. Duties will include but not be limited to, trash and recycling pickup, general mowing and landscaping skills, highway maintenance work, and light carpentry work. Compensation for the job will be commensurate with prior job experience. Applications should be submitted through Indeed job posting here: <https://www.indeed.com/jobs?q=town+of+castine&l=Castine%2C+ME&from=searchOnHP&vjk=1a5ce8c915a1c587> or Searching Town of Castine on Indeed.com

The job will consist of the following tasks but not limited to:

1. Trash and Recycling pick up. This includes twice a week pick-up at the Town Dock dumpster (more if needed).
2. Install all the historic signs (40) immediately following MMA graduation (on or around May 4) and take them in after Columbus Day, October 14. Coordinate sign maintenance with PW Supervisor.
3. Remove leaves from roadways, sidewalks, ditches and culverts before the first snow and coordinating with PW/GS Supervisor to suction out catch basins.
4. Winter: Plow, shovel, clear walkways, sidewalks, and parking lots and public areas including transfer station property. Salting and Sanding various properties.
5. Post winter:
 - coordinate street sweeping efforts by power sweeping sidewalks and against curbs
 - quantify Town potholes, order cold patch and fill all potholes in Town streets & roads
6. Under direction of PW Director, remove seasonal parking and traffic signage by May 15 and reinstall by August 15.
7. Assist PW Director on repair, refinishing and installation of seasonal picnic tables and trash bins. Also install umbrellas at waterfront and store at Transfer Station during off-season.
8. Work with PW Director to set up tables and chairs for various town-related events.
9. Mow and weed whack as directed by PW Director.
10. Clear around Backshore Pond and control the drain during summer months.
11. Assess miscellaneous repairs at Town structures and repair as directed by PW Director. Examples of required skills includes but is not limited to light carpentry and painting.
12. Other duties as assigned.

EOE