

**Employee Notice**  
**Job Posting & Job Description**

Job Title;                   **Laborer (35)**  
Salary Range:           **\$21.12 - \$35.12 \$36.19 Sr. \$36.89 Sr.+**  
Department:           **Public Works -Vehicle Maintenance Division**

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**Job Description**

Under the direction of the Director, Supervisor, Foreman or Heavy Equipment Operator II, performs duties that require considerable knowledge of methods and skills in diesel maintenance and repair activities. An employee in this class is responsible for the performance of a variety of skilled maintenance tasks such as repair and maintenance of trucks, equipment and vehicles in accordance with standard trade practices. Employees work under supervision but must use independent judgment as to methods of repair after receiving oral instructions as to the nature of work to be performed. Assists and receives immediate supervision from mechanics with greater levels of expertise.

**Essential Duties and Responsibilities**

Performs all services and repair work such as lube changes, oil changes, tire changes, brake changes, safety checks  
Electrical and emission problems, troubleshooting  
Engine, drivetrain, brake diagnostics and computerized systems  
Inspects adjusts and replaces parts and or accessories including valves, heads, pistons, main bearing assemblies, drivetrain, brake, cooling, fuel, exhaust, emission and hydraulic systems  
Installs radio and emergency equipment  
May receive assignments on a task by task basis or by daily assignments  
Maintain equipment in a clean and safe working condition and environment  
Assists with emergencies within the Public Works Department which may be after regular working hours  
Performs other duties as required to ensure efficient operation of the Public Works Department  
Attend meetings/seminars/training courses as required

**Additional Examples of Work**

Performs basic diesel repair and general service work such as safety inspections  
Check, inspect, adjust, troubleshoot and replace minor vehicle parts and accessories  
Complete and maintain repair records and forms  
Assist other departments or Public Works Divisions keeping Foreman advised of work progress  
Perform other jobs as assigned

**Equipment Used/Job Location**

Work will be performed primarily in the Public Works Vehicle Maintenance Department using truck, equipment and vehicle maintenance tools, tire machine, wheel balancer, brake lathe, truck and vehicle lifts, power tools, torches and diagnostic equipment  
Various safety clothing gear, i.e. gloves, steel toe boots, safety glasses, vests, etc.  
Job locations may be anywhere throughout Township and may go out of town to Township vendors for supplies

**Required Knowledge and Abilities**

Ability to read, write, speak and understand English sufficiently to perform the duties of this position and to understand, remember and carry out oral and written directions

Must be able to climb above, on or under equipment

Must be able to disassemble, repair or replace parts and components

Must be able to lift/carry, push or pull up to 100 lbs.

Must be able to perform physical work for extended time periods

Must be available for overtime and/or emergency call outs

Must have considerable knowledge of tools, materials, methods and standard practices of diesel/automotive mechanics

Must have knowledge in Mechanical, Unit, HEUI and Common Rail Injection

Must have skill in the use and care of the tools and equipment used in appropriate trade and skill in operating heavy equipment and vehicles

Must know the rules and safe operation of equipment and tools

Must possess considerable knowledge of the principles and techniques of operating heavy equipment and vehicles

Must possess knowledge of the hazards and safety requirements of the appropriate trade and operation of heavy equipment, trucks and diesel repair

Must possess the expertise in use of power tools (including but not limited to brake lathe, wheel balancer, truck equipment, tire machines, truck and vehicle lifts, jacks, diagnostic equipment, etc.

Must read and perform repairs as described in manuals and service bulletins

All tasks require dexterity, visual and hearing acuity for both safety and performance

May be required to work in unfavorable weather conditions

**Minimum Requirements**

- Must be minimum of 18 years old.
- Must possess a high school degree or GED.
- Must possess a valid NJ Driver's License with CDL endorsement (or willing to obtain within a reasonable amount of time) with a clean driving record.
- Must have (1) year of technical school or (3) years of experience in diesel maintenance and repair
- Drug free (testing required)
- Must successfully pass a six month probation period
- Must successfully pass a thorough criminal history and background check

South Brunswick is an equal opportunity employer.