

Mayor
Ms. Debbie Martin

City Manager/Clerk
Ms. Jennifer Kidd-Harrison



Post 1
Mr. David Brown

Post 2
Ms. Christina Brown

Post 3
Dr. Fredria Carter-Sterling

Post 4
Mr. Scott Courter

Post 5
Mr. Jonathan Jackson

Post 6
Mr. James Lawson

Position (advertised until filled):

Public Works Department, Public Works Technician. Full-time position.

Location:

Hoschton, Georgia

Job Summary:

This position involves operating equipment and performing manual labor to participate in the completion of assigned duties. Work is performed under the supervision of the Public Works Director.

Essential Duties:

The following Duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required as assigned.

- Maintenance and repair of city's roads, sidewalks, curbs, rights-of-way, crosswalks, and stop bars; installs or repairs road signs, paint traffic direction on roadways, clears roadways of debris and animal carcasses.
- Plant and fertilize trees, shrubs and flowers, sprays weeds in flower beds and on lawns. Assists in landscaping assigned property; which includes mowing, weed eating, edging, remove brush, tree limbs and leaves; trims hedges maintain and repair fences. Clean collections and distribution rights-of-way with tractors with bush hogs in compliance with safety regulations.
- Performs minor building repairs including minor electrical and plumbing repairs, construction and/or painting tasks; assists with maintenance of departmental equipment and vehicles.
- Performs cleaning tasks in assigned area such as sweeping, mopping, emptying trash receptacles, cleaning, pressure washing, picking up trash/debris or hauling refuse and recycling material to landfill.
- Assisting in the Water and Wastewater Department as needed. Which includes Pump repair, collection, and distribution system repairs.
- Directs and controls traffic at work sites.
- Some after hour's on-call may be required.

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Qualifications:

- High school diploma or GED.
- Must have a valid GA driver's license.
- Strong detail-oriented work style.
- Ability to understand and follow written and oral instruction and work independently, if required.
- Must have a good working relationship with coworkers and the public.
- Safety procedures and practices are required as well as wearing safety equipment.
- Some knowledge of carpentry, mechanical, electrical and masonry skills
- Knowledge of basic office technology, such as computers, and printers
- Ability or willingness to learn how to operate such equipment as a backhoe, tractor, mowing equipment, woodchipper, chainsaw and various hand tools as required.
- Must be 18 years of age or older

Compensation is commensurate with experience. Benefits package includes health, dental, vision and retirement. Paid training, paid time off, and holidays. Please visit www.cityofhoschton.com under Career Opportunities for application and submission details.

The City of Hoschton is an equal opportunity employer and a certified Drug Free Workplace, a Certified City of Ethics and a member of the Georgia Municipal Association.

Hoschton City Hall
61 City Square, Hoschton, Georgia 30548
(706) 654-3034
www.CityofHoschton.com

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Please submit all resumes to: twheeler@cityofhoschton.com

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