



# TOWN OF YANKEETOWN

## JOB POSTING

Position Title:  
Maintenance Employee

Department:  
Public Works

Location:  
Town of Yankeetown, Florida

Reports To:  
Public Works Supervisor, with administrative oversight from the Town Administrator

FLSA Status:  
Non-Exempt

Job Type:  
Seasonal Part-Time

Pay:  
\$18.00 to \$20.00 per hour

Schedule:  
25 hours per week  
Monday through Friday  
5-hour shifts

### **Job Summary**

The Town of Yankeetown is seeking a dedicated and responsible individual to join the Public Works Department as a Maintenance Employee. The selected candidate will be responsible for maintaining and repairing roads, rights-of-way, town buildings, and other municipal properties. This position plays a critical role in ensuring that town infrastructure remains safe, functional, and presentable while supporting the overall upkeep of the community.

### **Key Responsibilities**

- **Road Maintenance and Repair**  
Perform routine maintenance and repairs to town streets, roads, and bridges, including patching, pothole filling, and minor repairs.
- **Right-of-Way Maintenance**  
Trim trees, clear brush, and perform general maintenance to ensure safe and accessible roads and sidewalks.
- **Building Maintenance**  
Assist in the upkeep, repair, and general maintenance of town buildings, including painting, plumbing, and minor electrical work.

- **Town Property Care**  
Maintain parks, recreational facilities, and public spaces to ensure cleanliness, safety, and functionality.
- **Equipment Operation**  
Operate tools and equipment such as trucks, mowers, and other machinery required for public works tasks.
- **Waste Management Support**  
Assist with waste removal, stormwater management, and sanitation-related duties.
- **Safety Compliance**  
Follow all safety procedures and ensure compliance with local, state, and federal regulations.
- **General Labor**  
Perform tasks such as hauling materials, sweeping streets, and cleaning drainage systems.
- **Emergency Response**  
Assist in emergency situations, including storm damage cleanup and repairs.
- **Record Keeping**  
Maintain basic records of work performed, materials used, and time spent on tasks.

## Required Qualifications

- High School Diploma or equivalent
- Valid Florida driver's license
- Knowledge of basic construction, maintenance, and repair methods
- Ability to operate machinery and hand tools
- Ability to perform physical labor in various weather conditions
- Strong attention to detail and commitment to safety
- Ability to work effectively as part of a team
- Must pass a background check

## Physical Requirements

- Ability to lift and carry up to 50 pounds
- Ability to stand, walk, bend, squat, and kneel for extended periods
- Ability to work outdoors in varying weather conditions

## Work Environment

This position primarily involves outdoor work in environments such as roadways, construction areas, and municipal properties.

## Work Location

6241 Harmony Lane  
Yankeetown, FL 34498

## How to Apply

Applications and resumes may be submitted by email or in person:

Email: David@yankeetownfl.org

Phone: 352-447-2511

6241 Harmony Lane

Yankeetown, FL 34498

*Position will remain open until filled.*

## ***Equal Opportunity Employer***

*The Town of Yankeetown is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other protected status under federal or state law.*

## ***Accommodation Statement***

*The Town of Yankeetown provides reasonable accommodations to qualified individuals with disabilities. Applicants requiring accommodation during the application process should contact Town Hall.*