



# VILLAGE OF OSSINING

## PERSONNEL DEPARTMENT

16 Croton Avenue

Ossining, N. Y. 10562

(914) 762-6063 - FAX (914) 944-7910

Paula Nisbett  
Personnel Director

Posted March 8, 2021

## VACANCY: LABORER

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There is an opening in the Village of Ossining Department of Public Works. This position is full time, 40 hours per week.

**GENERAL STATEMENT OF DUTIES:** Under direct supervision of a higher level employee, an employee in this class performs routine unskilled manual laboring work. Supervision is not a responsibility of this position. Does related work as required.

**EXAMPLES OF WORK:** (Illustrative Only) Performs routine cleaning, maintenance and repair assignments; Loads and unloads materials, and equipment from trucks; Receives and/or moves supplies, equipment, and furniture; Cleans and operates equipment supplies and instruments in accordance with defined procedures; Rods and flushes sewers and cleans manholes and catch basins; Digs and refills trenches for water lines; Rakes leaves and hauls away rubbish; Does rough cement finishing, rakes asphalt, sets forms for asphalt, does rough grading and otherwise assists in street maintenance activities; Assists in the painting and erection of street signs; Assists in painting lines on highway; Cuts grass by hand or with tractor driven mowing machines and cuts up trees that have been felled; Performs snow removal duties; May perform other incidental tasks as needed.

**REQUIRED KNOWLEDGE, SKILL, ABILITIES AND ATTRIBUTES:** Ability to follow oral instructions; ability to get along well with others; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential duties of the position; industrious in work performance; physical strength and agility; physical condition commensurate with the duties of the position.

**MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE:** None

**JOB GROUP:** V

**SALARY RANGE:** \$49,397 to \$74,087

If you are interested, submit a resume with a letter of interest to Paula Nisbett, Personnel Director, at the above address or through [personnel@villageofossining.org](mailto:personnel@villageofossining.org) no later than March 19, 2021.