

## VILLAGE OF CARLOCK JOB OPENING

### Public Works Technician

This is a part-time position with the Village of Carlock. This position will be as needed, with expectations of 10-30 hours per week and variances due to the seasons, with more hours expected in summer and fewer hours in winter. This individual will be involved in the general upkeep and maintenance of village property and equipment. Tasks could include, but are not limited to mowing and grounds work, light maintenance, light mechanical work, and general jobs required for the operation of the village. The individual selected for the position must willing to take direction and be able to work with others, but also be self-motivated and able to work independently.

#### **Required Skills:**

- Valid Driver's License
- Basic Building and Grounds Maintenance Ability
- Mechanical Aptitude
- Ability to Work Independently
- Ability to Take Direction and Communicate Effectively
- Ability to Prioritize Work
- Good Organizational Skills
- Ability to Interact with the General Public in a Professional and Polite Manner

The position will start at \$15.00 per hour. Resume must be received by March 31, 2019. Mail to Village of Carlock Clerk, Attn: Human Resources, PO Box 233, Carlock, IL 61725, or email to: [vocarlock@speednet.com](mailto:vocarlock@speednet.com)

Applicants will be subject to background checks and drug testing.