**Full-time Road Crew Worker Wanted**

Heidelberg Township, Lehigh County is accepting applications for a full-time road worker. Operate equipment, help with road maintenance and township property maintenance. Valid driver’s license required. CDL required. Applications available at the Township Office, 6272 Route 309, New Tripoli PA during regular office hours or by calling 610-767-9297. Applications accepted until position is filled.

**Full-time Road Crew Worker Position**

This position requires a wide variety of work involving but not limited to the maintenance of Heidelberg Township property and street system. This position reports to the Road Superintendent and in his absence the Director of Public Works.

*Physical Standards:*

1. Individual must possess a valid PA driver’s license. A commercial driver’s license (CDL) is required.

2. Individual must be able to lift at least 50 pounds.

3. Individual must be able to follow written and oral directions.

4. Individual must possess routine knowledge of vehicle and equipment operation methods.

5. Individual must be able to work outdoors for extended periods of time.

6. Individual must be able to drive and/or operate vehicles and equipment for an extended period of time.

7. Individual must be able to operate the Township’s small tools and equipment.

8. Individual must be able to climb ladders.

9. Individual must be part of the PSATS CDL Random Drug Testing Program.

*Full-time Employee:*

1. Individual will be expected to work at least 8 hours per day.

2. Individual will be paid overtime for any hours worked over 40 hours per week as required by law.

3. Individual will be covered by worker’s compensation insurance and any other legally mandated benefits and after the 90 day “initial employment period” will be covered by township employee benefits as stated in the employee handbook.

*Examples of Work:*

1. Manual labor.

2. Operate Township heavy equipment and vehicles.

3. Paving and patching streets and related work.

4. Cleaning clogged storm sewers.

5. Snow plowing.

6. Routine and preventative maintenance of Township vehicles and equipment.

7. Mowing grass and related work.

8. Additional duties may be assigned from time to time.

**The PSATS Ordinance Database includes examples that townships can use when developing their own ordinances, job descriptions, and personnel regulations. Please keep in mind that these examples are merely models and should only be used as a guide in developing your own ordinance, job description, or personnel regulation. PSATS encourages township officials to review and discuss all proposed ordinances, job descriptions, or personnel regulations with their township solicitor. Also, please keep in mind that PSATS cannot guarantee that a model ordinance, job description, or personnel regulation has or will withstand a court challenge.**

**To use the database, you can browse for ordinances, job descriptions, or personnel regulations by choosing a category such as “Job Descriptions” or “Roads/Streets.” Search for ordinances by using keywords such as "snow", "road maintenance", "nuisance", or other words that are relevant to your request.**

**If you can't find what you're looking for…new ordinance files are constantly being added to this site. However, there may be instances where we do not currently have what you are looking for. If you can't find a specific ordinance, try submitting a request for one. Click on the Ordinance Request link, fill out the form and click on submit. After receiving your request, we will try to locate a sample ordinance for you.**