

## **Village of Rawson Maintenance Job Description**

### **Equipment Maintenance**

Truck and all equipment – change oil and filters

### **Mowing**

Park

Lift Station

Lagoons

Water Tower lots

Street

Dump

### **Plowing**

Complete village and Powell Lane

Front of lift station

Lagoon lane to gate

Fire Department/town hall shovel out in front of all doors and plow the parking lot

### **Maintenance**

Taking care of all building in park

Cleaning the council room and taking out the trash

Empty barrel in the park and the garage. Set out for Rettig on Mondays by 11 A.M.

Change filters in the furnace at the firehouse

Pick up limbs from park and streets

Trim trees in park when needed

Inspect all village owned buildings once a month and note any repairs or issues that need attention.

### **Streets**

Cold patch holes when needed

### **Park**

Clean leaves from the tennis court and basketball court

Clean out restroom when used, winterize in winter

Trash barrels out in the spring. Put in enclosed shelter house in the fall

Anything else as directed by Mayor/Council