**Job Opening**

**Wanted:**

**Full Time Position**

Public works director. Would be responsible for all town properties, buildings, cemetery, roads, and park pavilion. Duties not limited to but include: mowing, mechanical repairs & maintenance, building janitorial & maintenance, sprinkler line repair & maintenance, cemetery internments, road repairs, snow removal, and winterizing of buildings, sprinkler lines, and equipment. Skills requested: CDL or ability to obtain one, self-motivator, flexible hours, task oriented, basic computer knowledge, dependable, mechanical knowledge for repairs and troubleshooting, ability to follow directions when given, and the ability to work well with public. For more details on job description and application please see website charlestontown.utah.gov under job openings and applications. Please submit applications with resume to Charleston Town 3454 West 3400 South. 435-654-7177 or email charlestontownclerk@yahoo.com . Starting wage $17 per hour with increase, sick time, vacation time, and possible benefits (town is currently working on obtaining comparable benefits) after probationary period. **All Applications need to be turned in no later than October 31st, 2019 for review and interviews to follow at the next town council meeting**.

IF UNABLE TO OBTAIN AN APPLICATION FROM THE WEBSITE ASK CLERK FOR
APPLICATION AND DETAILED JOB DESCRIPTION