



# CITY OF GERING

## Job Posting Notice

**Job Title:** Sanitation Laborer – part time position

**Department:** Sanitation

**Pay Scale:** \$12.50 - \$15.00 per hour

**Application Deadline:** Position will remain open until filled; initial review of applications will begin at 4:00 p.m., Friday, June 14, 2024.

**Job Description:** Detailed Description Attached

Part time position at the City of Gering landfill. Duties include, but are not limited to, clean and pick up trash and debris along fences and areas surrounding landfill, assist in washing equipment, perform maintenance and repair on trash containers, and perform routine maintenance on equipment. Must be able to pass a random drug test and have a valid driver's license. Specific duties, responsibilities, and desired qualifications are available with the application form. Pick up an application at City of Gering, 1025 P Street, Gering, NE 69341 or at <https://gering.org/employment>.

An Equal Opportunity Employer, Only U.S. citizens and aliens authorized to work in the United States will be hired and all employees are required to complete a verification form.

**Please submit a completed application, including resume and cover letter.**

Human Resources - City of Gering  
1025 P Street/PO Box 687  
Gering, NE 69341  
Phone: 308-436-6848  
[sgoss@gering.org](mailto:sgoss@gering.org)



City of Gering Job Applicant,

Please read and understand this statement before signing your job application.

**Job Applications must be completed in their entirety ("see resume" is not sufficient)** as this is the tool that will be used during the initial review to select applicants.

The information provided in this job application must be true. False or misrepresented information will be sufficient cause for the application to be rejected (or cause for termination if discovered after employment).

You are authorizing the City of Gering to obtain information from previous employers, educational institutions, and other parties to verify the accuracy of the information provided in this application.

You are waiving all rights and claims you may have for seeking and using the information to evaluate the application.

This application will be used only for the position(s) you list on the application. If you wish to apply for other positions, you must complete and submit a new application.

Thank you.



## CITY OF GERING APPLICATION FOR EMPLOYMENT

Prospective employees will receive consideration without discrimination based on creed, color, sex, age, national origin, handicap, veteran status, sexual orientation, or any condition prescribed by state or local law.

\_\_\_\_\_  
Last Name                                      First Name                                      Middle                                      Date

\_\_\_\_\_  
Street Address (physical & mailing address)                                      Contact Number

\_\_\_\_\_  
City                                      State                                      Zip Code                                      Email Address

Have you ever applied for employment with us?

Yes  No                      If yes, dates: \_\_\_\_\_                      Date available to begin work: \_\_\_\_\_

Position desired: \_\_\_\_\_                      Pay expected: \_\_\_\_\_

What hours are you available?

Full Time                       Part-Time                       Seasonal                       Overtime (if requested)

Are you legally eligible for employment in the United States?     Yes  No

Are you over the age of 18?                      Yes                      No

Membership in professional and civic organization (Exclude those that may disclose your race, color, religion, age or National origin.)

Other special training or skills (languages, machine operation, etc.), special accomplishment or awards.

\_\_\_\_\_

School	Name of School	Location of School	Course of Study	Did you Graduate	Years Completed	Degree or Diploma
High School						
Business/Trade/ Technical School						
College/University						
Graduate School						

Military Service: Did you serve in the U.S. Armed Forces?  Yes  No

Describe any training received relevant to the position for which you are applying:

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**REFERENCES WE MAY CONTACT:**

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
Name      Years Known      Telephone      Business

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
Name      Years Known      Telephone      Business

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
Name      Years Known      Telephone      Business

**EMPLOYMENT HISTORY:**

Please give accurate, complete, full-time and part-time employment records. Start with your present or most recent.

Company Name      \_\_\_\_\_      Telephone      \_\_\_\_\_

Address      \_\_\_\_\_      Starting Pay      \_\_\_\_\_

Supervisor's Name      \_\_\_\_\_      Ending Pay      \_\_\_\_\_

Job Title      \_\_\_\_\_      Employment Dates:

Describe your work      \_\_\_\_\_      From:      \_\_\_\_\_

To:      \_\_\_\_\_

\_\_\_\_\_

Reason for leaving

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Company Name \_\_\_\_\_

Telephone \_\_\_\_\_

Address \_\_\_\_\_

Starting Pay \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Ending Pay \_\_\_\_\_

Job Title \_\_\_\_\_

Employment Dates:

Describe your work \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Company Name \_\_\_\_\_

Telephone \_\_\_\_\_

Address \_\_\_\_\_

Starting Pay \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Ending Pay \_\_\_\_\_

Job Title \_\_\_\_\_

Employment Dates:

Describe your work \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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We may contact the employers listed above unless you indicate those you do not want us to contact.

**PLEASE READ AND UNDERSTAND THIS STATEMENT BEFORE SIGNING YOUR APPLICATION:**

The information provided in this Application for Employment is true. False, incomplete, or misrepresented information will be sufficient cause for my application to be rejected, or, if discovered after employment, cause for immediate termination of my employment.

I authorize the employer to obtain information about me from previous employers, educational institutions, and other parties to verify the accuracy of information in this application, a related employment resume, or personal interview. I waive all rights and claims I may otherwise have against the employer or its representatives, for seeking, and using information to evaluate my employment request and all other persons who provide information for this purpose.

This application will expire in 30 days. Unless otherwise notified, I understand that my status as an applicant will end. I may re-apply for employment in the future by completing a new application.

This application is not an employment agreement. If I accept an offer of employment I understand the employer may

terminate my employment at any time, with or without cause and without prior notice, unless required by law. I understand that no one, other than an executive officer of the employer, has authority to enter into any employment agreement with terms contrary to the foregoing and then only in writing signed by such officer.

I accept all terms and conditions in the above statement.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PLEASE RETURN TO CITY OF GERING ADMINISTRATION OFFICES:**

1025 P Street  
Gering, NE 69341

Phone: 308-436-6848

Fax: 308-436-6899

or email to [sgoss@gering.org](mailto:sgoss@gering.org)

**NOTE:**

*If submitted by email or fax, please understand that the original applications need to be mailed to the above address.*

## POSITION DESCRIPTION

Class Title: **Laborer**  
Department: Sanitation  
Status: Non-Exempt

Grade Number: 2  
Date: September 2023  
Safety Sensitive: Yes

### **General Purpose**

Performs a variety of tasks in the maintenance & grounds upkeep of the landfill property.

### **SUPERVISION RECEIVED**

Works under the immediate supervision of the Director of Environmental Services or Sanitation Coordinator.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Cleans and picks up trash and debris along fences and on properties surrounding landfill; operates cleaning equipment

Assists in washing various landfill equipment.

Performs maintenance and repair functions on trash containers and assists where needed.

Performs snow removal around baler building walkways.

Does routine maintenance on equipment.

Operates a small tractor or mower as needed.

Assists with recycling; assists with cleaning and washing baler building; assists in repairing trash containers; replacing container bottoms/ welding and cutting; painting containers.

Cleans offices, break room, and bathrooms

Assists in scale operations/ fill in for other personnel when needed

Collecting trash and debris out of alleyways

Performs other duties as required.

## **DESIRED MINIMUM QUALIFICATIONS**

### **Education and Experience:**

- (A) Graduation from high school or GED equivalent, and
- (B) Any equivalent combination of education and experience.

### **Necessary Knowledge, Skills and Abilities:**

- (A) Ability to operate various pieces of power equipment.
- (B) Ability to communicate effectively verbally and in writing.
- (C) Ability to establish and maintain effective working relationships with employees, other departments, and the public.
- (D) Ability to perform job duties under adverse conditions, within the limits of personal safety.
- (E) Ability to understand and carry out written and oral instructions.

## **SPECIAL REQUIREMENTS**

Valid State driver's license.

## **TOOLS AND EQUIPMENT USED**

Welder and cutting torch chop saws, motorized vehicles and equipment, including pickup truck, saws, pumps, compressors, generators, common hand and power tools, shovels, wrenches, detection devices, Mobil radio, phone, lawn mowers, golf cart, weed eater and weed burner.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell. The employee will regularly be required to walk up and down both gradual and steep slopes while carrying trash and debris.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.



## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibrations. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is usually loud.

## **SELECTION GUIDELINES**

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.