



522 2nd Ave,
PO Box 367,
Hugo, Colorado
80821

Town of Hugo, Colorado

Public Works – Part-Time, Temporary Sanitation Worker

Classification: Part-Time, Temporary

Department: Public Works

Reports To: Public Works Maintenance Supervisor or Designee

Pay Rate: \$16.00- \$20.00 per hour

Schedule: Approximately 20 hours per week

General Statement of Duties

Performs a variety of manual labor tasks related to the collection, removal, and disposal of solid waste and debris throughout the Town of Hugo. Work involves maintaining the cleanliness and appearance of Town streets, parks, facilities, and public areas. This is a hands-on, physically demanding position requiring outdoor work in various weather conditions.

Work is performed under close supervision with detailed instructions and limited opportunity for independent decision-making.

Essential Duties

The following examples illustrate the primary duties of the position and are not intended to be all-inclusive.

- Collects and disposes of solid waste and debris from designated Town areas, parks, and facilities.
- Empties and cleans public trash containers and surrounding areas.
- Assists with loading and unloading trash, debris, and related materials.
- Performs light maintenance of Town facilities and grounds as assigned (e.g., sweeping, raking, weeding, or mowing).
- Operates basic hand tools and small power equipment safely and effectively.
- Assists Public Works staff with general cleanup and seasonal maintenance tasks.
- Follows established safety procedures and uses appropriate personal protective equipment.
- Performs related duties as assigned.

Supervision Received

Works under the direct supervision of the Public Works Maintenance Supervisor or assigned supervisor.

Supervision Given

None.

Licensure/Certification/Registration

- Possession of a valid Colorado driver's license preferred.

Knowledge, Skills, and Abilities

- Ability to perform manual labor for extended periods in varying weather conditions.
- Ability to lift and carry up to 50 pounds regularly.
- Basic knowledge of tools and equipment used in outdoor maintenance and sanitation work.
- Ability to follow directions, work safely, and cooperate effectively with coworkers and the public.
- Ability to work independently.
- Willingness to perform outdoor physical work and maintain a positive, team-oriented attitude.

Work Environment

Work is performed primarily outdoors in all weather conditions, including heat, cold, wind, and precipitation. The position involves exposure to dust, noise, solid waste, and other environmental factors typical of outdoor maintenance work.

EQUAL EMPLOYMENT OPPORTUNITY

The Town of Hugo is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, disability, or protected veteran status.

SIGNATURES

I have reviewed this job description and understand the duties and expectations described herein.

Employee Signature: _____ **Date:** _____