Gateway to the Outdoors

Public Works Department
LABORER

Accepting applications for:

Public Works Department Laborer

Application Deadline: **July 13, 2026, by 4:00 pm**

Permanent Full-Time Position

FLSA Status: Non-Exempt

Job Summary:

The City of Palo is seeking a highly motivated Public Works Laborer to assist in infrastructure repairs, parks and grounds maintenance, and winter operations. Under immediate supervision, this position performs entry-level labor tasks involving the maintenance, construction, and repair of city streets, sidewalks, catch basins, and storm drains, as well as snow and leaf removal, park mowing, tree trimming, and general park maintenance. This position will also assist other city departments as needed. Availability for after-hours and weekend on call rotations will be required.

Key Responsibilities:

- Street & Road Maintenance: patch potholes, seal cracks, pour and finish concrete, and clear debris from streets.
- Infrastructure Repair & Maintenance: assist in maintaining, building and repairing water main, storm and sanitary sewers, and perform utility locates.
- Parks & Grounds Maintenance: mow lawns, trim trees and shrubs, remove brush, plant trees or flowers and repair playground equipment.
- Winter Operations: operate snowplows, salt spreaders, and shovel public spaces to ensure safe roadways.
- Equipment Operation: safely use power tools (power tools, chainsaws, mowers) and drive light to heavy-duty trucks. Needs the ability to perform general maintenance to vehicles or equipment.
- Emergency Availability: must be available for overtime or emergency call-ins, particularly during heavy storms, flooding and snowstorms.
- Assist other city departments as needed.

Required Qualifications:

- High School Diploma or equivalent
- 4–6 months of related experience or equivalent
- Requires a valid state-issued driver's license with a satisfactory driving record
- Iowa CDL instruction permit upon hire; Class A CDL with air brake and tanker endorsements within 6 months
- Must meet federal drug testing requirements as required by State and/or Federal Law and the Palo, Iowa Employee Policies and Procedures Manual
- Must be 18 years of age

- Criminal background check required
- Reside within 25 miles of Palo within one year
- Obtain spray applicator license
- Obtain Grade 1 water distribution and Grade 1 water treatment certifications within 12 months of hire date

Preferred Qualifications:

- Experience in construction, landscaping, or manual labor is strongly preferred
- 7–12 months of related experience or equivalent

Physical Expectations:

Persons applying for this position can expect to encounter the following physical demands.

- Walking, standing, bending, and moving across uneven terrain
- Ability to lift, carry, and move materials or equipment typically up to 50 pounds but not limited to
- Tolerance for extended periods of work outdoors in all weather conditions
- Exposure to machinery, fumes, and traffic requires strict adherence to safety protocols

Position Type/Expected Hours of Work:

This is a full-time hourly position working 40 hours/week. Regular days and hours of work are negotiable between the hours of 7:00 am to 5:00 pm on Monday – Friday. This position will require after-hours work and weekend on-call rotations.

Compensation & Benefits:

- Hourly Rate: $20 to $25 based on experience and certifications obtained
- Health, dental, and vision insurance
- IPERS retirement benefit
- Ten paid holidays, vacation, and sick leave
- Professional development and certification support

How to Apply

Submit a resume, cover letter, and completed City of Palo Employment Application, linked here and available at the City of Palo website, to Jennifer Fencl (City Clerk) at 2800 Hollenbeck Road, Palo, IA 52324 or by email at cityclerk@cityofpalo.com by 4:00 pm on July 13, 2026.

Disclaimer

All duties and requirements in this job description have been determined by the employer to be essential job functions and are consistent with ADA requirements and are representative of the functions that are necessary to successful job performance. They may not, however, reflect the only duties performed. Employees in this job class are expected to perform other job-related duties when it can be reasonably implied that such duties do not fundamentally change the basic requirements, purpose, or intent of the position.

The City of Palo, Iowa, is an Equal Opportunity Employer