



Village of Clifton Springs
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Clifton Springs, New York 14432
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*An Equal Opportunity
Employer and Provider*

Help Wanted

March 23, 2026

Village of Clifton Springs Employment Opportunity

The Village of Clifton Springs is seeking applicants to fill the following positions:

One person, approximately 20 hours per week, position of Seasonal Laborer at the Department of Public Works. This seasonal work will run from approximately April 2026 through approximately October 2026. The laborer's responsibility is to mow and weed whack the Village cemetery, located on Pearl Street, Clifton Springs NY. The Village prefers a person over the age of 18, but it is not required. The pay is \$19.00 per hour.

Interested applicants can apply online at the Ontario County Human Resources Portal, <https://ontario-portal.mycivilservice.com>. The successful applicant must be approved for appointment by Ontario County Human Resources. Applications will be accepted until April 3, 2026.

LABORER

MINIMUM QUALIFICATIONS: None

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring physical endurance and a willingness to perform arduous tasks. Work and assignments are always closely supervised by higher level employee. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Operates air compressor, jackhammer, concrete mixer, and pumps;
Assists in patching and grading streets and building manholes, rakes, tamps, and shovels cold patch;
Loads and unloads trucks;
Excavates and backfills for new construction and repairs;
Cleans and flushes streets, culverts, and catch basins;
Clears blocked-up sewers;
Shovels and removes snow from streets, sidewalks, and park and recreational areas;
Assists in the repair of sewers, catch basins, hydrants, mains, and services;
Collects and disposes of rubbish;
Performs unskilled work in connection with the painting and maintenance of signs and bridges;
Digs and refills trenches for water and sewer pipelines;
Lays sewer pipe;
Assists in repairing sweepers and making brooms;
Works on refuse collection route, lifting cans from curb to truck, or emptying cans in truck;
Works at recycling drop-off site, directs the proper dumping of acceptable recyclables, assists residents in the use of the facility, checks capacity of bins, and performs grounds' maintenance tasks;
Cuts grass, trims shrubs, rakes leaves, spades flower beds and assists in ground maintenance activities;
Oils and cinders streets;
Directs trucks on dump grounds;
Oversees and participates in ash dumping, dump cleaning and leveling;
Performs general building and grounds cleaning tasks;
May operate motor equipment that do not require a New York State Operator's License.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Willingness to perform routine manual work; ability to lift heavy weights; willingness to work under all weather conditions; physical endurance; sobriety; physical condition commensurate with the demands of the position.

APPROVED: SEPTEMBER 19, 1991

REVISED: 6/3/15; 1/12/23

CIVIL SERVICE CLASSIFICATION: LABOR