



Job Title: Public Works

Location: Village of Salado, Texas

Position Summary:

The Village of Salado is seeking a dependable and motivated Public Works team member to support the maintenance, safety, and beautification of the community. This position focuses on maintaining and improving public infrastructure, including roads, parks, downtown areas, public buildings, and drainage systems, while ensuring efficient operations and a high standard of appearance. This role does **not** include wastewater or utility operations. The ideal candidate takes pride in maintaining a clean, safe, and welcoming environment for residents, businesses, and visitors.

Key Responsibilities:

- Perform maintenance and repairs on village roads, sidewalks, signage, storm drainage systems, public buildings, and other municipal facilities.
- Conduct routine mowing, trimming, and landscaping of parks, downtown areas, and other public properties.
- Maintain the cleanliness and appearance of Main Street, gateway signs, and other high visibility areas.
- Maintain public restrooms, ensuring cleanliness, functionality, and adequate supplies.
- Perform regular trash and debris pickup throughout the village, including parks, downtown areas, and along creeks.
- Remove debris from creeks and drainage areas to support proper water flow and environmental quality.
- Assist with construction projects, including the installation and maintenance of street signs, barricades, and other public infrastructure.
- Operate and maintain tools, vehicles, and light equipment safely and efficiently.
- Identify maintenance needs and proactively address issues to ensure smooth daily operations.
- Support special projects, seasonal work, community events, and emergency response efforts as needed.
- Follow all safety protocols and ensure compliance with municipal standards, codes, and regulations.

Qualifications:

- High school diploma or equivalent preferred
- Experience in general maintenance, landscaping, construction, or public works is a plus.
- Basic plumbing or electrical experience is a plus.
- Valid Texas driver's license (or ability to obtain)

Knowledge, Skills, and Abilities:

- Familiarity with safety standards and procedures
- Strong attention to detail, particularly in high-traffic and high-visibility areas
- Ability to work independently as a self-starter with minimal supervision.
- Positive attitude and strong work ethic
- Commitment to maintaining a safe work environment.
- Ability to perform physically demanding tasks in various weather conditions.
- Good communication and teamwork skills

Working Environment:

Public Works employees work in both indoor and outdoor settings, often exposed to various weather conditions. The role requires physical labor, including lifting heavy objects, walking on uneven surfaces, bending, climbing, using equipment, and working in confined spaces. Employees may be on call for emergencies, severe weather, or municipal events.

Why Join the Village of Salado?

This position plays a vital role in preserving the charm, safety, and functionality of Salado. Team members contribute directly to maintaining a high-quality environment and ensuring the community runs smoothly and efficiently.