



JOB POSTING

Job Title: Public Services Worker

Department: Public Services

Wages: \$51,251 - \$62,192, does not include overtime.

We ARE Grand Haven Charter Township

We are a beautiful, thriving community of over 19,000 residents, located in Northwest Ottawa County where our residents and visitors can find miles of pristine beaches, towering sand dunes and breathtaking sunsets along the shores of Lake Michigan. Our clean and safe community values a family-centered atmosphere; we also offer vibrant parks, world-class schools, as well as an appreciation of the arts and healthy lifestyles. Our community is a place where agri-businesses and industry seek to locate, bringing with them more opportunities for growth.

We are an organization that values trust and mutual respect. Our staff members are empowered to make decisions and create positive changes. We are committed to continuous improvement through the use of technology and collaboration with our customers, peers, and neighbors. We know our past, and we learn from it so that we can grow together as a community.

We are looking for someone who shares the same values and enjoys being part of a public services team. The full-time job duties vary greatly from programming MXUs and electronic recordkeeping to working on water and sewer lines. Someone with a passion for working outside in varied conditions and providing excellent customer service to others, plus prior maintenance experience will be a great fit!

A Day in the Life:

- Performs a variety of maintenance, cleaning, and repair tasks on the mechanical, electrical, hydraulic, and other components of the water/wastewater systems, parks, cemetery, buildings, and grounds.
- Inspects, installs, replaces water meters, remote readers, valves, hydrants and other related equipment.
- Completes snow and debris removal functions.
- Opens and closes gravesites.
- Responds to before and after normal business hour calls for emergency service or other call-out activities which require a public service employee to respond to a residence or job site.

- Receives feedback from supervisors and uses it to grow and improve.

What You Will Need:

- 3 years of related work experience in a public works environment, with additional training or experience in underground construction.
- Active MDEQ Waterworks System Operator S-4 classification (minimally), or successfully obtain within one year of hire, and the ability to maintain the classification throughout employment with the department.
- Live within 30 minutes' drive time of the Township's Public Services Building.
- The ability to communicate with the public and other employees with confidence, tact, and discretion.
- The desire to learn and potentially grow into other roles with the department.
- High School Diploma or GED.
- Valid driver's license.

What We Offer:

- A competitive salary range of \$51,251 - \$62,192, does not include overtime.
- Health, dental and vision coverage for you and your family, including a Health Savings Account (HSA) contribution.
- A 401(a) plan, through the Municipal Employees' Retirement System (MERS), with a 10% Township contribution.
- A generous paid time off program to help you keep a healthy work/life balance.
- Financial protection through disability, life, accidental death & dismemberment insurance.
- Supplemental insurance options at group rates.
- Educational reimbursement benefits and access to a fitness facility to keep your mind and body healthy.

When you become a Grand Haven Charter Township employee, you do more than simply change jobs. You become part of the GHCT family, a group of talented individuals who provide superior customer service to their residents and visitors, love their jobs, embrace change, and celebrate the community that is Grand Haven Charter Township!

How to Apply:

- View the full job description online at: <https://ghtmi.gov/departments/administration-human-resources/employment-opportunities/>
- Apply on indeed with a cover letter and resume or send cover letter and resume to: ksherwood@ghtmi.gov.
- Any questions can be directed to: Karen Sherwood at ksherwood@ghtmi.gov
- Application deadline: April 1, 2026, or until filled.

Grand Haven Charter Township is committed to Equal Employment Opportunity and to attracting and retaining the most qualified employees regardless of religion, race, sex, color, national origin,

age, height, weight, familial status, marital status, disability, genetic information, sexual orientation, gender identity, or any other characteristic protected by law.