



CITY OF
SHOREWOOD

POSITION TITLE: Seasonal Worker
DEPARTMENT: Public Works
ACCOUNTABLE TO: Director of Public Works & Public Works Lead Supervisor

OBJECTIVE AND SCOPE

The position participates in the operation and maintenance of: streets, parks, storm sewer collection system, buildings/facilities/equipment, and provides assistance in water and wastewater system operations and maintenance.

ESSENTIAL FUNCTIONS OF THE POSITION

1. Participates in work with crews for patching streets, overlaying, road preparation for seal coating.
2. Installs, repairs, and or replaces street and parks signs.
3. Maintains park grounds, buildings, facilities, trails, park shelters, skating rink, ball fields; grading, cutting weeds, mowing lawns, and repairing park equipment.
4. Mows, cuts weeds, and trims trees on public property.
5. Performs general maintenance on city buildings and facilities such as; painting, cleaning, clearing sidewalks, and parking lot upkeep.
6. Operates equipment under the direction of the public works director or lead supervisor.
7. Use hand tools and technical/nontechnical equipment to carry out all work assignments.
8. Operates various types of equipment including pickup trucks, lawn mowers, and weed trimmers. Also assists with routine maintenance of power equipment.
9. Attends meetings and training as required.
10. Performs other work as apparent or assigned.

EDUCATION and/or EXPERIENCE

Eighteen years of age and possess high school diploma or general education degree (GED).

OTHER KNOWLEDGE, SKILLS AND ABILITIES

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions.
- Ability to follow written and oral instructions.
- Ability to establish and maintain effective working relationships with fellow employees and the general public.
- Must be proficient in reading, writing and speaking English.
- Ability to operate light equipment in safe and proper manner.
- Knowledge of proper use of tools, equipment used in streets and parks maintenance and repair.
- Knowledge of streets and park maintenance and repair.
- Knowledge of tools and equipment used in the performance of job.
- Knowledge of park maintenance and repair.
- Skill and care in the use of all equipment.

In compliance with the American With Disabilities Act the following represents the Physical and Environmental Demands: The position requires an equal amount of time spent standing, walking, and sitting. Lifting, pushing/pulling, or carrying objects weighing up to twenty five (25) pounds is regularly required, fifty (50) pounds is frequently required, and moving over one hundred (100) pounds occasionally required. Climbing, stooping, kneeling, crouching, crawling, twisting, and bending are sometimes required. Repetitive movements of the hands are sometimes required. Audio, visual, and verbal functions are essential functions to performing this position. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. While performing the duties of this job, the employee frequently works in outdoor weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places; and is frequently exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The employee is occasionally exposed to wet and/or humid conditions, extreme heat; and vibration.