

## **SEASONAL GENERAL LABOR AND GROUNDS MAINTENANCE**

### **BASIC FUNCTION**

This position is seasonal (spring, summer and fall), temporary, and 40 hrs. a week in the Public Works Department.

Basic function is to perform general grounds maintenance at public areas around the Village, at Lincoln Hall, the Brownell Library, Veterans Memorial Park, public roadsides and other such areas of municipal interest, as weather permits. Perform a wide range of general labor work associated with maintaining the Village's public facilities (i.e., general building maintenance, painting, etc.) as assigned by the Public Works Superintendent or Foreman.

### **CHARACTERISTIC DUTIES & RESPONSIBILITIES**

- Mow and trim grounds at the public areas around the Village, at Lincoln Hall, the Brownell Library, and Veterans Memorial Park.
- Perform a variety of general labor duties, as assigned, including painting, general small building maintenance and repairs, collection and disposal of refuse.
- Assist with other Public Works duties, as assigned.

### **SUPERVISION RECEIVED**

Direct to moderate supervision is received from the Public Works Superintendent or Foreman.

### **QUALIFICATIONS**

- Basic education (high school or GED) plus two to three years of relevant work experience, or a combination of education and experience from which comparable knowledge and skills are acquired.
- Valid driver's license required. Good driving record and driving skills.
- Some previous experience operating mowing equipment.
- Good basic mechanical skills. Some experience or training in equipment mechanics helpful.
- Ability to work independently and be a self-starter.
- Ability to work cooperatively with other Village personnel and the general public.
- Physical ability to operate equipment and to perform all other primary job duties.

**DISCLAIMER:** The above information is intended to describe the general nature of this position and is not to be considered a complete statement of duties, responsibilities and requirements.