

Position: Summer Maintenance Worker

Department: Public Works

Reports to: Superintendent of Public Works

Work Schedule: 4-month assignment
30-hours per week for a maximum of 500 hours

Salary: \$11.00 per hour



Primary Purpose: Primary responsibility is to mow grass on village right of ways. Additional secondary responsibility is to perform a variety of maintenance, repairs, services, and installations on all Village owned infrastructure* and properties. *Infrastructure defined: the basic facilities, services, and installations needed for the functioning of a community, such as roadway systems, water distribution systems, storm lines, sanitary sewer mains, ravines, ponds and other related systems

Supervision Received: Works under the direct supervision of the Superintendent of Public Works or his designee.

Essential Duties and Responsibilities: Must be able to perform essential duties satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Summer Maintenance Worker position involves hands-on experience working directly with the Public Works Asst. Superintendent or his designee on a day-to-day basis. One of the main responsibilities of this assignment will be maintenance of the Village's grass on the right of way. The position requires someone that is self-motivated and proficient. Much of the work time will be spent in the field mowing grass.

Qualifications: High school diploma or equivalent

Experience and training: The temporary entry level position is a maximum of 4-month assignment and maximum of 500 hours of work time.

License - Possession of an appropriate, valid driver's license required

Working Conditions:

Environmental Conditions: The work environment is varied with loud to very loud noise and hearing protection may be required. Most repair and maintenance work is performed in the outside and seasonal temperatures and weather conditions may vary from extremely hot, humid and dusty to extremely cold and wet.

- 90% field work environment; may work in inclement weather conditions.
- 10% office environment

Tools and Equipment Used: The position requires the knowledge, skill and ability to operate the

following equipment: Equipment used includes, but is not limited to: All lawn care equipment, including zero turn mowers, Wood Chippers, Hand Shovels, etc. Additionally, other equipment used are personal computer (with Microsoft Office products) copier, scanner, telephone, cell phone, and portable radio.

Physical Demands: Work will entail lifting equipment and materials for maintenance and repair; performing maintenance work in awkward spaces; wearing appropriate safety gear; lifting, bending twisting, climbing ladders, etc., associated with parts and equipment that can frequently weigh up to 100 pounds; repairing village infrastructure under all weather conditions.

Manual labor can be anticipated throughout the summer. In order to perform job functions, employee must be able to bend, reach, squat, jump, climb and twist and possess no physical limitations (eyesight and hearing correction permitted)

TO APPLY

Please follow this link to submit an application for this position

<https://jobapps.hrdirectapps.com/applicantform/42204/0>