



## **PUBLIC WORKS LIGHT DUTY SEASONAL LABORER POSITION DESCRIPTION**

### **General Statement of Duties:**

The Public Works Light Duty Seasonal Laborer is responsible for the general maintenance of parks and other facilities of public trust, and/or monitoring the use of the yard waste facility.

### **Distinguishing Features of the Position:**

This position requires flexibility in time and scheduling. This position is appointed by Municipal Services Director and reports to the Public Works Foreperson. Under the direction of the Public Works Foreperson, the employee may be assigned to assist the Parks Custodian or Cemetery Sexton.

### **Examples of work (illustrative only):**

#### **Maintenance of Parks and Grounds:**

- Assist with basic lawn care requiring the operation push mowers, weed whackers and other landscaping or maintenance equipment.
- Assist with maintenance of the park system and cemetery.
- Assist with pruning, and removal/replanting.
- Assist with minor repairs to playground equipment, shelters, benches, waste containers and fencing.
- Weeding of flower and planting beds, watering flowers and trees
- All other duties as assigned.

### **Required Knowledge, Skills, and Abilities:**

- Ability to use small tools.
- Valid driver's license with a good driving record, is required.
- Basic computer skills.
- Ability to deal courteously and tactfully with the public.
- Ability to arrive at work in a punctual manner and reliably assume responsibility as delegated.
- Ability to understand and carry out both written and oral instructions.

### **Work Environment:**

Working outside in the elements such as heat, cold, rain and sun. Potential for high levels of pollen, dust and other irritants typical with outdoor conditions and large maintenance garages. Standing, walking, working and driving around or within moving traffic.

### **Physical Demands:**

The physical demands described here are representative of those that may need to be met by an employee to successfully perform the assigned duties of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to use hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl. The employee is occasionally required to walk, sit, and talk or hear. The employee may be required

to lift, pull and/or move 50 pounds. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

**Selection guidelines:**

Formal applications, rating of education and experience, or an interview and reference check. Job related tests may be required.

**Compensation:**

The City of Evansville's Pay Philosophy doesn't categorize this position. Wages are determined annually through the City budget process.

---

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The position description for the Public Works Light Duty Seasonal Laborer does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. No individual City official has authority to enter into an oral or written promise or contract of employment with any individual or group of employees. Any employment contract must be approved by a majority of the Common Council.