

**City of DeWitt  
Job Description**

**Seasonal Laborer Fall Season**

**Department:** Department of Public Services

**Supervised By:** DPS Supervisor

**Supervises:** None

**Status:** Seasonal

**Pay Rate:** 14.50-15.50 an hour DOQ

**General Summary:**

The Seasonal Laborer is under the general supervision of the Department of Public Services Supervisor, and performs a variety of manual labor activities as directed. Employee will operate City of DeWitt equipment and performs a variety of tasks involving general construction, maintenance, and repair activities in connections with grounds, buildings and equipment maintenance. Work week is 40 hrs a week. Some weekend work will be required.

Work Hours are M-F 7:00 AM-3:30 PM or weekends as required.

Fall work season is September 17<sup>th</sup> 2018 -- December 15<sup>th</sup> 2018.

**Essential Job Functions:**

1. Brush chipping and leaf collection along City streets and in parks.
2. Perform building and grounds maintenance and cleaning work, including cleaning City Hall , parks restrooms, cutting grass, pulling weeds, flower watering, sidewalk and trail edging, trash receptacle emptying, painting and related work.
3. Operate automotive and power-driven equipment with safety and caution; such as John Deere Gators, tractors, trucks, power mowers, string trimmers, chain saws, etc.
4. Maintain trees, flowers, shrubs and plants in DDA, Cemetery grounds and Parks.
5. Works well with other City staff and the general public.
6. Other duties as assigned by Department of Public Services Supervisor.

**Employment Qualifications**

**Education:** High school diploma or equivalent.

**Experience:** Six months experience in building and grounds maintenance.

**Other Requirements:** Possession of a valid Michigan Drivers License.