

FALL SEASONAL LABORER

DEPARTMENT OF PUBLIC SERVICES

STATUS: SEASONAL

PAY RATE IS: \$14.75

APPLICATIONS WILL BE ACCEPTED AT: CITY OF DEWITT, 414 E. MAIN STREET, DEWITT MI 48820 through Wednesday, September 30, 2020 by 5:00 PM

GENERAL SUMMARY

The Fall 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 connection with grounds, buildings and equipment maintenance. Work week will vary between 24-40 hours a week depending on work load. Frequent weekend work will be required.

WORK HOURS are Monday-Friday 7:00 A.M. to 3:30 P.M. Weekends may be required.

ESSENTIAL JOB FUNCTIONS:

1. 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.
2. Operate automotive and power-driven equipment with safety and caution; such as John Deere Gators, tractors, trucks, power mowers, string trimmers, chain saws etc.
3. Maintain trees, flowers, shrubs and plants in DDA, Cemetery grounds and Parks.
4. Works well with other City staff and the general public.
5. Other duties as assigned by Department of Public Services Supervisor.

EMPLOYMENT QUALIFICATIONS

EDUCATION: High School diploma or equivalent.

EXPERIENCE: Six months experience in buildings and grounds maintenance

OTHER REQUIREMENTS: Possession of a valid Michigan Driver's License.