

## DPW SEASONAL LABORER 17

**Department:** Department of Public Works

**Grade:** NA

**Division:** NA

**Appointing Authority:** Director

**Bargaining Unit:** NA

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### **Definition:**

Performs various manual labor on Town property such as weeding, trimming, pruning, painting, etc. throughout the summer months.

### **Supervision:**

Works under the direct supervision of the Field Superintendent/Water Facilities Superintendent or designee.

No supervisory functions, may work collaboratively with other personnel.

### **Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee is exposed to outside weather conditions, extremes in temperature, humid conditions; vibrations, moving mechanical parts, sharp blades, instruments and other sharp objects. The noise level in the work environment may be loud.

**Essential Functions:** *(The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed and are representative of those that must be met by an employee to successfully perform the essential functions of the job. 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.)*

- Performs lawn care to include hand trimming, watering, weeding etc.
- Rakes, spreads supplemental mulch, and assists with playground equipment inspections and repairs.
- Picks up and separates trash and recyclables from various facilities for transporting same to centralized disposal site(s).
- Maintains playing fields to include dragging and lining playing surfaces, sweeping tennis and basketball courts, and raking sanded areas.
- Trims and plants shrubs and flowers, collects and disposes of clippings.
- Assists in tree planting, trimming and removal and disposal.

- Loads truck with appropriate equipment for daily tasks.
- Performs daily routine service, cleaning and maintenance of work areas.
- Performs manual work in digging, raking, leveling, rock picking, back filling, and compacting.
- Applies hot top and patches roadways and sidewalks.
- Applies paint on roadways for crosswalks, CB arrows, and hydrants
- Performs various labor-intensive tasks, including lifting of heavy materials, shoveling and sweeping.
- Performs other related duties as requested.

**Minimum Qualifications:** *(Any combination of education and experience that would have provided the required knowledge and skills that enables performance of all aspects of the position is qualifying.)*

- Must be a Greenfield Resident
- Must be 17 years old
- Valid driver's license
- Can pass a Cori/Sori

**Education and Experience:** High school and/or college aged students with general knowledge or experience in repair and maintenance techniques and basic mechanical skills.

**Knowledge, Ability and Skill:**

- Knowledge of basic grounds keeping methods and practices.
- Knowledge of hand tools and small motorized equipment such as mowers and trimmers.
- Skills in common maintenance practices of hand tools and small motorized equipment.
- Ability to read, write, understand and communicate with others.
- Ability to follow oral and written instructions and work with minimum supervision.
- Ability to work in a team setting
- Ability to exercise sound judgment.

**Physical Requirements:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this 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 regularly required to stand and walk for extended periods; sit; use hands to finger, handle or feel; reach with hands and arms; climb and balance; stoop, kneel, crouch or crawl; talk, see and hear. Heavy lifting/pushing of 75 pounds or more is regularly required. Good physical condition is required to perform heavy physical labor.

**Tools and equipment used:**

Hand tools, shovels, and other grounds keeping equipment.

**DPW Seasonal Laborer**

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*(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.)*

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**Approved:**

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DPW Director

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Date