

**CITY OF VADNAIS HEIGHTS
JOB DESCRIPTION**

Job Title: Seasonal Public Service Worker
Department: Public Works
Accountable To: Public Service Superintendent

Primary Objective of Position

Performs semi-skilled work of parks, buildings, equipment and grounds for proper maintenance and safety of park facilities, equipment and grounds. Work is performed under regular supervision.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position. The essential functions listed below are intended as illustrations of the various types of work that may be performed. The omission of specific duties does not exclude them if the work is similar, related or a logical assignment to the position.

Essential Functions of the Position

- Performing a variety of semi-skilled tasks in the maintenance of parks, buildings and grounds;
- Maintains active play areas, such as ballfields, tennis courts and skating rinks;
- Maintains park facilities, such as picnic shelters, playground areas and public buildings;
- Operates and maintains vehicles and equipment used to perform maintenance assignments;
- Operates and maintains power tools;
- Performs maintenance practices such as tree planting, mowing, trimming, weeding, ball field grooming and lining, garbage collection and sodding;
- Assists in the construction of park facilities and active play areas such as playground structures, backstops, hockey rinks and retaining walls;
- Performs related tasks as required.

Conditions of Employment

- Applicant must be 16 years old;
- Possess a valid Minnesota driver's license;
- Must comply with organizational and departmental policies, which include a pre-employment drug screening and criminal background check.

Knowledge, Skills and Abilities

- General knowledge of the construction, maintenance/repair of parks, buildings, grounds and landscaping;
- General knowledge of the safe use, operation and preventive maintenance of the equipment to which assigned;
- Skill in the use of equipment to which assigned;
- Ability to understand and follow specific oral instructions;
- Ability to perform manual labor for extended periods, often under unfavorable weather conditions;
- Good physical health;
- Ability to work collaboratively and oversee the work of others;
- Ability to establish and maintain effective working relationships with associates, staff and the general public.

Working Conditions

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently,

and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, reaching, walking, pushing, pulling, lifting, fingering, and grasping; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; assembly or fabrication of parts at or within arm's length, operation of machines, operation of motor vehicles or equipment, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards and oils.

Additional Information

The City is looking to fill multiple positions for Seasonal Public Service Worker, at 40-hours/week, 6:30 am – 3:00 pm, Monday through Friday. Pay ranges from \$15 to \$20 per hour depending on qualifications.