

Seasonal Maintenance Positions

Positions Available

24-32 hour per week maintenance worker

The Village of Spring Grove is seeking interested applicants for the seasonal position of Part-time seasonal staff for the Public Works Department. Part-time seasonal staff will have the opportunity to work within many aspects of Public Works including parks, streets and on specialty projects. Main responsibilities will include: lawn mowing, weed eating, trash pick-up and general landscaping for all village owned properties. Additional duties may include: road and ditch work, building/facility maintenance tasks and preventative maintenance on village owned equipment.

These individuals will report to and work under the general direction of the Public Works Supervisor and/or Crew Leader. Work hours are Monday-Friday 7am-3pm but may include hours and days outside normal scheduled times.

DUTIES AND RESPONSIBILITIES

Essential duties listed below 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 if the work is similar, related or logical to the position.

1. Record information pertaining to daily assignments;
2. Operate all vehicles and equipment as directed;
3. Safely and conscientiously performs tasks to ensure personal safety and the safety of others;
4. Perform landscaping tasks including but not limited to lawn mowing, weed eating/pulling and general landscape tasks ;
5. Assists with special assignments or projects as directed by the Supervisor and/or crew leader.
6. Performs tasks as required or directed by the Supervisor and/or crew leader.
7. Complete assigned tasks with little direction or supervision.
8. Performs related work as required/assigned.

QUALIFICATIONS

1. High School diploma or equivalent preferred;
2. Must be at least eighteen years of age;
3. Ability to utilize hand and power tools;
4. Ability to operate vehicle and mechanical equipment;
5. Must have a valid Driver's License
6. Ability to take direction and work with little supervision.