

**CITY OF NEW GERMANY
POSITION DESCRIPTION**

POSITION TITLE: PUBLIC WORKS PART TIME SEASONAL EMPLOYEE

REPORTS TO: COUNCIL

EMPLOYMENT STATUS: AS-NEEDED, PART-TIME, HOURLY, AND NON-EXEMPT

GENERAL DESCRIPTION OF POSITION:

Perform routine maintenance work of City streets, mowing, weed whipping, parks, equipment, buildings, other duties as assigned.

MINIMUM REQUIREMENTS:

Must be 16 years of age or older. Must possess a valid MN driver's license. Must possess Good public relations skills. Must be proficient in operation of lawn and maintenance of equipment. Must be willing to submit to drug and alcohol testing. This position is subject to background checks. Must be self motivated.

PHYSICAL REQUIREMENTS:

Lift up to 70 pounds unassisted following all safety precautions. Perform duties in inclement weather.

DUTIES, RESPONSIBILITIES:

Street repairs and fill pot holes in street where necessary. Bobcat and truck maintenance - prepare parts list/supply list for Supervisor. Routinely check all fuel (including lawn mower and weed whip) if fuel is needed inform Supervisor. Mowing, weed whip parks and any other place as needed. Spray weeds as needed, trim trees and brush as needed. Empty garbage cans in park and pick up loose garbage. Other duties as assigned.

I, the undersigned, certify that I have received and reviewed the job description for the position of Public Works part time seasonal employee and understand the requirements and responsibilities as listed above.

Signature

Date