

## Town of New Milford

### JOB CLASSIFICATION DESCRIPTION

#### **Department of Public Works**

**Job Title:** Part-Time Seasonal Laborer

Non-Exempt 20 hrs per week

**Job Summary:** Part-Time Seasonal Laborer with the Town of New Milford Highway Department. Must be able to safely handle and effectively use a weed eater/mower. Performs weed eating and sightline clearing of intersections and roadways as needed. May be asked to do other highway department duties as needed including but not limited to garbage pickup, sweeping of buildings and assisting other highway department employees.

Valid Connecticut Driver's License and ability to lift up to 80 pounds are required. Must be available to work 20 hours per week. Applications at the Personnel Department, 10 Main Street, New Milford. EOE

**Supervision Received:** Under the direction of the Highway Foreman, Deputy Highway Foreman and the Public Works Director.

**Job Locations:** All New Milford town roads and intersections and any other town owned area.

#### **Essential Duties:**

- Must be familiar with the operation of weed eaters, backpack blowers, two and four wheel drive vehicles including light truck, dump truck and any other sightline clearing equipment procured for use by the Department.
- Responsible for clearing sightlines at intersections and any other area where sightlines may be obstructed by brush and grass
- All duties that are related to the safe, sanitary, and efficient operation of all equipment provided by the Highway Department.

#### **Knowledge, Skills and Ability:**

- A basic knowledge of mowing and weed eating.
- Ability to read and **interpret instructions as safety rules, procedures, operational and maintenance instructions.**
- Ability and willingness to carry out assignments effectively and promptly.
- **Understand directions furnished in written, oral or diagram form. To obtain additional information to clarify the direction not understood.**
- Possess initiative, tact, and a professional attitude towards fellow workers and the public.
- Ability and willingness to work as an effective member of a team.

- Ability to complete minor reports.
- Ability to carry out maintenance and safety inspections.
- Willingness to complete safety instructional courses as requested by the Director.
- Must pass a pre-employment drug screening
- Must pass a physical examination
- Must pass a pre-employment background check
- While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and talk or hear. The employee frequently is required to stoop, kneel, crouch, or crawl. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 80 pounds.
- While performing the duties of this job, the employee regularly works outside.
- Works outside in inclement weather. The employee works near moving equipment and/or vehicles and is frequently exposed to vibration and high noise levels when operating or near the equipment. The employee may be exposed to natural occurring toxins and diseases.

**Education, Training and Experience:**

- High school diploma
- Valid Connecticut State driver's license.
- Must be 18 years of age.

Prior experience in landscaping or general lawn maintenance preferred but is not required.

**Hours and Salary:**

The schedule will entail working Monday and Wednesday, 8 hours and Friday 4 hours a week between Memorial Day and Labor Day. The current hourly rate is up to \$15.00 per hour depending on experience.

**Working Conditions, Physical and Mental Requirements:** Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

<b>NEVER (N)</b>	<b>OCCASIONALLY (O)</b>				<b>FREQUENTLY (F)</b>				<b>CONSTANTLY (C)</b>				
0 % of Shift	1-33% of Shift				34-66% of Shift				67-100% of Shift				
<b>Frequency:</b>	<b>N</b>	<b>O</b>	<b>F</b>	<b>C</b>	<b>Frequency:</b>	<b>N</b>	<b>O</b>	<b>F</b>	<b>C</b>	<b>N</b>	<b>O</b>	<b>F</b>	<b>C</b>
<b>Physical Demands:</b>					Depth Perception			X					
Standing				X	Color Distinction			X					
Walking			X		Peripheral Vision			X					
Sitting		X			Driving			X					
Lifting			X		<b>Physical Strength:</b>								
Carrying			X		Little Physical Effort (-10 lbs.)		X						
Pushing			X		Light Work (-20 lbs.)			X					
Pulling			X		Medium Work (20-50 lbs.)			X					
Climbing			X		Heavy Work (50-100 lbs.)			X					
Balancing			X		Very Heavy Work (100+ lbs.)			X					
Stooping			X		<b>Environmental Conditions:</b>								
Kneeling			X		Cold (50 degrees F or less)		X						
Crouching			X		Heat (90 degrees F or more)			X					
Crawling		X			Temperature Changes			X					
Reaching			X		Wetness			X					
Handling			X		Humidity			X					
Grasping			X		Extreme Noise or Vibration			X					
Twisting			X		Exposure to Chemicals			X					
Feeling			X		Exposure to Gases and Fumes			X					
Talking			X		Exposure to Unpleasant Odors			X					
Hearing				X	Exposure to Bodily Fluids			X					
Repetitive Motion			X		Exposure to Dampness			X					
Hand/Eye/Foot Coordination			X		Confinement to a Small/Restricting Area			X					
Visual Acuity/Near			X		Mechanical Hazards			X					
Visual Acuity/Far			X		Physical Danger		X						

**Frequency: Place an “X” in each box that is appropriate to your job.**

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified.

The Town of New Milford is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the Town when necessary.