

City of Villa Hills Position Description

JOB TITLE: Seasonal Laborer

DEPARTMENT: Public Works

Essential Duties and Responsibilities

- Operate a variety of city owned work vehicles, tools, and equipment.
- Perform daily preventative maintenance duties on vehicles, tools, and equipment.
- Detect malfunctions in equipment and either makes minor repairs or makes requests for repair.
- Assist in landscaping of city owned properties.
- Perform manual loading/unloading of utilized vehicles.
- Assist in repairing, and/or maintaining city parks, ball fields, grounds, and other city properties/facilities.
- Perform cleaning and/or repair of roads, catch basins, signage and other city infrastructure in the Right-of-Way.
- Assist in the removal of concrete panels.
- Prepare required reports and records.
- Perform other duties as necessary.

Supervision Received

Works under the direct supervision of the assigned Public Works supervisor.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed in a field setting.

While performing duties of this job, the employee is occasionally required to sit; talk or hear; use hands to finger, handle, or feel; stoop, kneel, crouch, or crawl; and reach with hands and arms. Frequently this employee is required to stand and walk.

The employee is frequently required to lift and/or move up to 25 pounds. Occasionally the employee is required to lift and/or move up to 100 pounds.

Vision Requirements

- Close Vision (clear vision up to 20 inches or less)
- Distance Vision (clear vision up to 20 feet or more)
- Peripheral Vision
- Depth Perception
- Ability to adjust focus

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing 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 frequently exposed to outdoor weather conditions, and will have to work near moving mechanical parts. Occasionally the employee will be exposed to extreme heat (non-weather related) and vibrations. The employee may sometimes be exposed to fumes or airborne particles; and toxic or caustic chemicals.

The noise level in the work environment is usually loud to very loud.

Desired Minimum Qualifications

Education and Experience

- Graduation from high school, or equivalent.
- At least 3 months experience in similar field.

Necessary Knowledge, Skills, and Abilities

- Strong written and verbal communication skills.
- Some knowledge of construction and/or landscaping as well as geographical knowledge of the city.

Special Requirements

- Valid Driver's License or ability to obtain one upon hire.

Tools and Equipment Used

- This position uses limited amounts of construction equipment as well as landscaping equipment.
- This position requires the use and operation of multiple city owned vehicles and motorized machinery.