



CITY OF BURLINGTON

Administration Department

Human Resources

300 N. Pine Street, Burlington, WI 53105
(262) 342-1176 direct | (262) 947-4546 fax

www.burlington-wi.gov

POSITION POSTING	
Position Title:	Seasonal Employee
Class:	Non-exempt
Pay Grade:	\$10.00/hr
Department:	Public Works
Location:	Burlington Public Works
Reports to:	Under general supervision of the Streets Parks, Water, and/or Wastewater Foremen
	2200 S Pine Street Burlington WI 53105

The City of Burlington is seeking qualified candidates for part time seasonal employment to perform manual labor of various kinds that require physical strength and endurance, and to operate equipment for general maintenance.

ESSENTIAL DUTIES: Works with full-time operators, and independently, to perform a variety of tasks including, but not limited to: cutting grass and weeds, trimming shrubbery, general landscaping, sewer cleaning, GIS surveying, hydrant flushing, road maintenance, line striping, maintenance of traffic signage, forestry work, brush collection, compost site operation, special event preparation, athletic field maintenance, and other maintenance as assigned. Assists in cleaning and maintaining public buildings, including park restrooms and pavilions.

MINIMUM QUALIFICATIONS: High school diploma or G.E.D. Valid Wisconsin Driver's License. Ability to operate a variety of mechanical equipment in a safe and efficient manner. Ability to follow instructions with minimum of direct supervision. Ability to communicate effectively and exercise good judgment, courtesy, and tact when dealing with the public. Ability to maintain a consistent and reliable attendance record.

PHYSICAL DEMANDS: While performing the duties of this job, the employee is regularly required to use hands; to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand. The employee is occasionally required to walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Lifting occurs as a part of normal work and is usually done in conjunction with stooping, bending or twisting.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

TOOLS AND EQUIPMENT USED: Motor vehicle, meters, common hand and power tools, shovels, wrenches, lawn equipment, mobile radio, phone, and a variety of lab equipment.

WORK ENVIRONMENT: While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions. The noise level in the work environment is usually moderate to loud.

APPLICATION DEADLINE: 3/29/19

The City of Burlington is an Equal Opportunity Employer and is a drug free work place.

Please submit application to:

City of Burlington Human Resources

Attention: Jason Corbin

300 N Pine St

Burlington, WI 53105

jcorbin@burlington-wi.gov

Fax: (262) 947-4546