

Town of Bowdoinham

Job Description

TITLE: Public Works Landscape Laborer **DEPARTMENT:** Public Works
Work Schedule: Part-time, Temporary, Seasonal
FLSA: Non-Exempt **Revised and Approved Date:**

The Landscape Laborer position involves manual labor in the operation of light equipment and tools used for mowing and grounds maintenance.

REPORTS TO:
Public Works Foreman
Road Commissioner

SUPERVISES:
None

General Expectations and Position Summary:

The person filling the position must:

1. Be committed to the mission of the Town.
2. Work as a member of a team in the performance of duties.
3. Be punctual for scheduled work and use time appropriately.
4. Work in harmonious relationships with all Town staff and members of the public.
5. Perform duties in a conscientious, cooperative manner.
6. Perform required amount of work in a timely fashion with a minimum of errors.
7. Be neat and maintain a professional appearance.
8. Understand and work within the Town of Bowdoinham's Ordinances, Policies and Procedures.

General Duties & Responsibilities:

The Landscape Laborer:

1. Performs mowing operations at cemeteries, parks and town-owned facilities.
2. Operates light equipment and tools in performance of grounds maintenance.
3. Picks up debris such as blown down trees and branches, and discarded items.
4. May perform specialized projects as assigned.
5. Participates in required training related to job duties and responsibilities.
6. Other duties may be assigned.

Physical Requirements:

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

- Moderate to heavy lifting.
- Ability to work in various positions, which requires bending, walking, standing, and sitting.
- Requires kneeling, crawling, twisting, and squatting.
- Body movements require working with hands extended above and below head and from body and using hand tools.
- Must be able to lift and carry 50 pounds in standing and bending positions and carry while walking distances of 10 feet.
- Specific vision abilities required by this job include close vision and the 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.

- Out of doors and maintenance/garage working conditions.
- Requires working in outside and inside environments with noise and all temperatures and climatic conditions and must be able to work under adverse weather conditions for extended periods of time.
- Requires using chemicals and cleaning solvents to maintain and repair equipment.

Desired Minimum Requirements:

Education and Experience:

Any equivalent combination of experience and training related to the job duties and responsibilities.

Desirable knowledge, skills and abilities:

1. Working knowledge of materials, methods and techniques commonly used in mowing, grounds maintenance and landscaping.
2. Working knowledge of the hazards and applicable safety precautions of various work conditions.
3. Working knowledge of the operation of light equipment and tools for grounds maintenance.
4. Ability to understand and follow oral and written directions.
5. Ability to establish and maintain harmonious relationships with employees and the public using tact and resourcefulness in meeting new problems.
6. Must be available in May and June.
7. Must be able to work outdoors in all weather conditions.