



## Job Description

<b>Job Title:</b>	Seasonal/Summer - Preserve Maintenance
<b>Reports To:</b>	Area Manager
<b>Location:</b>	North or South Area Preserves
<b>FLSA Status:</b>	Seasonal/Hourly (10-32 weeks)
<b>Starting Wage:</b>	\$12+/hour, commensurate with experience
	Amenities include free golf/cart rental, camping, shelter rental

**PURPOSE.** Performs routine unskilled manual labor tasks as assigned. A forty-hour work week is not guaranteed, and is dependent on weather conditions and workload. Some weekend and holiday work required. Typical hours are weekdays 6:00 a.m.-2:30 p.m./rotating weekends 5:30 a.m.-9:30 a.m.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include, but are not limited to, the following. Other duties may be assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions unless undue hardship and/or a direct threat to the health and/or safety of the individual or others would result:

- Mows grass and weeds, trims trees and brush with hand and power equipment.
- Picks up, loads, and unloads trash and litter in preserves.
- Washes and cleans shelterhouses, shops, sanitary facilities and maintenance equipment.
- Performs operator maintenance on hand tools and power equipment.
- Paints District signs and buildings.
- Assists in construction of small development projects, small buildings, fences, etc.
- Maintains a working knowledge of and adheres to all risk management and safety programs and procedures.
- Maintains regular attendance and punctuality.
- Completes all other duties as requested.

**QUALIFICATIONS.** The requirements listed are representative of the knowledge, skill, and/or ability required. Must be at least 17 years old. Requires a valid Driver's License.

**KNOWLEDGE REQUIRED FOR THE ROLE.** Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form. Ability to work effectively and safely.

**EDUCATION and/or EXPERIENCE.** A High School diploma or general education degree (GED) is preferred. Some training in agriculture, park and recreation management, horticulture, forestry, or other related field desired. Some experience in manual labor and ability to use power equipment required.

**MACHINES, TOOLS, AND EQUIPMENT.** Pickup trucks, trailers, mowers, tractors, brush chippers, chain saws, trimmers, blowers, and all other related hand and power tools commonly used in lawn maintenance and small construction jobs.

**PHYSICAL DEMANDS.** Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions unless undue hardship and/or a direct threat to the health and/or safety of the individual or others would result. While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger or handle; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT** The employee is regularly exposed to moving mechanical parts, outside weather conditions, and vibration. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; toxic or caustic chemicals or plant materials; and risk of electrical shock. The noise level in the work environment is usually moderate.

THE FOREST PRESERVES OF WINNEBAGO COUNTY  
IS AN EQUAL OPPORTUNITY EMPLOYER