



City of South Bend

Vacancy Announcement

Post Date: Thursday, April 2, 2015

Closing Date: Until Filled

SEASONAL LABOR (CENTRAL MOWING)

Category: Seasonal

Department: Parks

Reports To: Central Mowing Superintendent IV

Schedule: Monday-Friday, 7 AM-3:30 PM for a maximum of six months. Hours may vary based on departmental need.

Pay Rate: \$8.50-12.00/hr. (Non-exempt)

Position: SUMMARY

Performs the mowing and maintenance of City owned properties as well as lots that are cited by Code Enforcement.

SUPERVISION EXERCISED

Not applicable.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Responsible for mowing, trimming, trash removal, and brush removal.
- Operating a digital camera, taking pictures after cutting property, as well as filling out daily paperwork.
- Related park maintenance duties as assigned.

NON-ESSENTIAL FUNCTIONS

- Assumes additional responsibilities as requested.

QUALIFICATIONS

To perform this position successfully, an individual must be able to perform each essential duty in a satisfactory manner. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND EXPERIENCE

- High school diploma or equivalent education required.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to operate required equipment.
- Working knowledge of City or County government a plus.
- Ability to deal professionally with the public.

CERTIFICATES, LICENSES, REGISTRATIONS

- Valid Driver's License required.

EQUIPMENT

Riding mower, push mower, weed trimmer, blower, truck, trailer, and digital camera.

WORK ENVIRONMENT

The noise level in the office environment is usually quiet and moderately loud in the field. The employee is frequently exposed to cold, wet, and humid conditions. Smoke free environment.

PHYSICAL DEMANDS

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. While performing the duties of this job, the employee is frequently required to sit and walk, and talk or hear.

The employee is frequently required to sit and walk, and talk and hear. The employee occasionally required to use hands to fingers, handle or feel objects, tools or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required in this job include visions and the ability to adjust focus.

EQUAL OPPORTUNITY EMPLOYER

All qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, veteran's status, national origin, genetic information, or sexual orientation. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.

TO APPLY

All applications for currently posted positions will be submitted online at www.southbendin.gov or at the City of South Bend Office of Human Resources, 227 W. Jefferson Blvd., 12th Floor, South Bend, IN 46601.

Pre-employment drug screen

Comprehensive background check required