



CITY OF WALLED LAKE

1499 E. WEST MAPLE
WALLED LAKE, MI 48390
(248) 624-4847

humanresources@walledlake.com

May 24, 2017

Position Open: SEASONAL PART-TIME FOR PUBLIC WORKS DIVISION OF THE PUBLIC SAFETY CAMPUS

NATURE OF WORK

Performs daily operations, repairs, and maintenance throughout the city. The part-time public service employee will receive daily tasks that must be deadlines.

ESSENTIAL JOB FUNCTIONS (MAY INCLUDE, BUT NOT LIMITED TO)

- Maintains parks and grounds: complete trash pick-up, mowing, trimming, planting, weeding, and brush removal, and related activities.
- Streets, Curbs, & Sidewalks: complete projects involving moderate to heavy physical labor and light and heavy equipment operation including patching, painting/stripping, and brush pick-up.
- Special events and Seasonal Activities: Assists with decorations, event set-up, event tear-down, trash, signage, banners, and related items.
- Performs other duties as required.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Necessary Knowledge, Skills and Abilities:

- a. Ability to work safely;
- b. Ability to communicate effectively verbally;
- c. Ability to establish and maintain effective working relationships with employees, other departments and the public;
- d. Ability to understand and carry out written and oral instructions

COMPENSATION: Hourly – Commensurate with experience

DEADLINE: Until filled

Submit resume and cover letter electronically to humanresources@walledlake.com Applications received by mail will not be considered.