

Village of Maine

Public Works Part-time Job Description

The Village of Maine has two openings with the Public Works Department for general seasonal workers that will assist full-time staff. The primary responsibilities include: ditch cleaning/hauling, tree/stump removal, snow plowing.

Role	Description
Hours	Part-time: on as-needed basis • Summer – Monday thru Thursday as needed • Winter – on call 24/7
Pay	• This is a part-time position with no benefits beyond hourly wages • 0 to 40 hours per week
Education	• High school diploma or equivalent; must be 18 years or older
Licensure	• A valid state driver's license with a clean driving record • Commercial Driver's License (CDL) is required for operating heavy machinery
Requirements	• Must pass criminal background check and pre-employment drug/alcohol screening • Safety procedures and practices are required, as well as wearing safety equipment. • A good working relationship with coworkers and the public is a necessity.
Physical Labor	• Ability to perform heavy manual labor and lift up to 80 pounds, standing or working outdoors in varying weather conditions
Equipment Operation	Equipment Operation: • Operation of the Village of Maine owned vehicles, such as pick-up trucks, dump truck, and snow plows. • Safely operating tools such as chainsaws, and riding tractors.
Road Maintenance	Street & Infrastructure Upkeep: ditch cleaning, tree and stump removal, hauling. Seasonal Duties: Handling snow and ice removal (including shoveling and operating plows/salt spreaders).
Municipal Maintenance	Grounds Maintenance: Mowing grass, trimming hedges, managing brush/yard waste
How to Apply	Qualified persons must submit a Village of Maine application available at villageofmaine.org or at the Village Hall at 6111 N 44 th Ave in Wausau and submit to clerk@villageofmaine.org or hand-deliver to the Village Hall. Applications will be accepted until the available positions are filled.