

TOWN OF WINDSOR LOCKS JOB POSTING

Position: Seasonal Laborer

Department: Public Works

Wage: \$18.00/hour

Start Date: TBD

Bargaining Unit: None

Position Overview

The **Seasonal Laborer** performs a variety of skilled and semi-skilled tasks related to grounds and facility maintenance, operation of vehicles and equipment, and general public works duties. The position involves physical outdoor work and may include assignments in various divisions of the Department of Public Works, including the Highway Department, Parks Department, Compost Site, and Transfer Station.

Employees must be able to interact courteously and professionally with coworkers and the public, follow safety protocols, and actively contribute as a member of the Public Works team.

Examples of Duties

- Operate equipment such as trimmers, mowers, tractors, and trucks.
- Perform groundskeeping tasks including mowing, trimming, planting, mulching, and maintaining trees, shrubs, and flowerbeds.
- Maintain athletic fields and prepare playing surfaces for events.
- Assist with the setup and repair of fences, and perform roadside mowing and general property upkeep.
- Perform light maintenance and cleaning of assigned equipment.
- Assist with compost site operations, including opening and closing, verifying proof of residency, and directing residents.
- Follow all Town policies and safety standards, including OSHA regulations.
- Perform other related duties as assigned.

Supervision Received

Works under the immediate direction of the **Parks Foreman** and the general supervision of the **Director of Public Works** and/or **Office Administrator**.

Required Qualifications

- High school diploma or equivalent.
 - Valid motor vehicle operator's license.
 - Must be at least 18 years of age at the time of employment.
 - Basic computer skills, including email; willingness to learn additional computer-based tasks as required.
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Physical Requirements

This position involves strenuous physical labor performed primarily outdoors. Applicants must be able to:

- Stand, walk, lift, reach, bend, and squat throughout the workday.
- Lift, push, pull, and carry up to 80 pounds.
- Work in varying weather conditions, including heat, cold, rain, and snow.
- Tolerate exposure to dust, noise, and other outdoor elements.
- Maintain stamina and good physical health suitable for physically demanding tasks.

Employment is contingent upon passing a pre-employment drug test. Employees may be subject to random drug and alcohol testing during employment.

Work Schedule

Work hours vary based on departmental needs and may include weekends depending on assignment.

Additional Information

This job description outlines the general nature and level of work expected but is not an exhaustive list of duties or qualifications. Employment with the Town of Windsor Locks is at-will. This is a **seasonal, non-benefit position**. This position is funded on a year-to year basis and is subject to budget availability.

How to Apply

Qualified candidates should submit an application and résumé to:

Town of Windsor Locks – Department of Public Works

6 Stanton Road, Windsor Locks, CT 06096

or via email at publicworks@wlocks.com

This posting will remain open until a sufficient number of applications have been received.

The Town of Windsor Locks is an Equal Opportunity Employer.