

**Public Works**  
**Seasonal Maintenance Worker**

Selectmen Approved  
June 21, 2012

**Nature of Work:**

Performs a variety of semi-skilled maintenance work, and operates a variety of equipment while performing the essential duties and responsibilities. Supervision is under the direction of the Public Works Director and the Town Manager.

**Essential Duties and Responsibilities:**

- Spring and fall cleanup, mowing and caring for Town cemeteries, parks, public lands, roadsides, and weeding and watering of all Town flower and plant beds.
- Maintains equipment used to perform the duties and responsibilities.
- Operates trucks and other motorized equipment in the performance of maintenance functions.
- Changes and installs building lights and air conditioners.
- Cleans and performs minor repairs to street furniture and property.
- Empties trash as needed.
- Uses power tools and other hand tools in the course of work.
- Performs general maintenance painting as needed.
- Performs related work as required.

**Requirements of Work:**

- Ability to establish and maintain effective working relationships with business people, citizens, visitors, supervisors and co-workers.
- Ability to operate a variety of equipment including tractors, push mowers, trimmers, and all hand tools.
- Ability to understand and carry out oral and/or written instructions, and to work independently in the performance of regular working duties.
- Physical ability to perform any of the above duties.

**Training and Experience Required:**

- Any equivalent combination of training and experience.
- High School graduate.

**Necessary Special Requirements:**

- Must possess a valid State of Maine Motor Vehicle Operator's License.
- Must have and maintain a good driving record.