

Village of Allouez

POSITION DESCRIPTION



TITLE	Park Maintenance Seasonal Laborer- Spring/Fall		
REPORTS TO	Parks, Forestry, and Facilities Foreperson	UPDATED	July 2025
FLSA STATUS	Non-Exempt	TYPE	Seasonal

POSITION SUMMARY

The Park Maintenance Seasonal Laborer assists the parks department with the general maintenance and custodial duties of parks along with other Village owned facilities and properties. This position has a split working season during the spring (April & May) and fall (September & October) months.

DUTIES AND RESPONSIBILITIES

The following duties are representative of the work required for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Maintain turf and landscape areas.
- Operate mowing, grooming, trimming, and various landscape equipment.
- Assist parks department staff with projects and various maintenance activities.
- Clean park shelters and perform janitorial duties.
- Paint and stain equipment, facilities, and fixtures.
- Groom, mark, and water athletic fields.
- Remove litter from Village parks and facilities.
- Assist with the delivery of supplies.

EDUCATION, EXPERIENCE, AND QUALIFICATIONS

- High school diploma or equivalent preferred.
- Must possess a valid driver's license.
- Capable of frequently lifting and carrying up to 50 pounds.

SKILLS AND ABILITIES

- Able to operate mowers, trucks, trailers, and other power equipment.
- Knowledge of hand and power tools used in maintenance work.
- Able to work independently as well as part of a team.
- Able to complete assigned projects without detailed instructions and with minimum supervision.
- Able to work in varied environmental conditions.
- Able to perform tasks that require frequent standing, bending, kneeling, climbing, reaching, and twisting.
- Able to deal tactfully and effectively with the public.