

## **CITY OF OAK HARBOR JOB DESCRIPTION**

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**Job Title:** *Seasonal Laborer (Temporary - Summer Hire)*  
**Department:** *Public Works*  
**Reports To:** *Field Supervisor*  
**Status:** *Non-exempt /Temporary*

**Job Summary:**

The temporary employees support Public Works operations during the peak summer season, typically from April to September. Seasonal hire employees are responsible for cleaning, painting and maintaining City owned grounds, streets, facilities and equipment. Employee will be required to operate hand and power tools, various mowers and vehicles up to 1-ton.

**Essential Job Duties and Functions:**

1. Operate various mowers, edger and weed-eaters.
2. Operate hand and power tools.
3. Surface preparing of metal rails, building surfaces and painting.
4. Water grass areas and planters, hand weeding.
5. Clean wastewater equipment.
6. Drive City truck to collect and transport wastewater samples.
7. Operate vehicles up to 1-ton.
8. Assist with traffic control.
9. Wash and wax City vehicles.
10. Move and handle in excess of 50-pound bags.
11. Follow proper safety instructions.
12. Wash windows and other miscellaneous tasks as required.
13. Possible exposure to obnoxious materials while using required safety gear.

**Associated Job Functions:**

1. Perform other duties and responsibilities as assigned.

**Conditions for Employment:**

- The purpose of these positions is to augment the public works work force during the busy summer season.
- This position is a temporary summer hire with no guarantee to be re-hired next year.
- City provides employees with coveralls and required safety gear. Employee will provide own steel-toed boots.
- Employees will not be allowed to drive any large pieces of equipment outside the City maintenance facilities, and are only allowed to operate vehicles that are 1-ton or smaller.
- Must be at least 18 years of age at time of appointment.
- Valid Washington State Driver's License and a good driving record.
- Must pass a Criminal Background check and a Drivers Abstract check prior to hire.

Revised: PW/HR 3/13, HR 2/15

FLSA: Non-exempt  
Salary Range: --

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The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered as an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize work periods, or otherwise balance the workload.