EMPLOYMENT OPPORTUNITY

City Of Royal Oak

LABORER /SUMMER - Part-Time/Temporary/Seasonal

Open to all qualified applicants 18 and older. (17 if a High School Graduate or GED)

Salary: $ **7.40** to $ **9.50** per hour

Apply In person: Human Resources Dept., 1st floor of City Hall, 211 Williams, Royal Oak, Michigan 48067
Or, Apply by mail: City of Royal Oak HR Dept., PO Box 64, Royal Oak, MI 48068
Application materials available at www.ci.royal-oak.mi.us/jobs or in the Human Resources office.

A LABORER, upon application, shall have the following training and experience:

Graduation from an accredited high school or trade school or completion of equivalent experience and training.

Licenses: A valid State of Michigan Operator's License with a good driving record.

QUALIFICATIONS FOR PART-TIME/TEMPORARY/SEASONAL EMPLOYMENT:

Ability to perform heavy manual labor tasks.
Ability to understand simple oral instructions.
Ability to work outside in inclement weather and in areas exposed to dirt, dust or pollen.
Ability to lift and drag objects weighing up to 100 lbs.
Ability to drive a motor vehicle to and from work sites.
Ability to establish and maintain good working relations with other employees and the general public.
Willingness to work with potentially hazardous materials such as grease, oil, paint and cutting tools.

GENERAL STATEMENT OF DUTIES: A **LABORER** normally performs a variety of unskilled and semi-skilled manual tasks in the Department of Recreation and Public Service. The work involves physical labor and is normally performed under the direction of a full-time employee. Work methods, procedures and safety are prescribed in detail except for the most repetitive tasks.

ESSENTIAL DUTIES AND RESPONSIBILITIES: A **LABORER** may be assigned to work in any one of the Public Service Divisions - Auto Parking, Electrical, Highway, Motor Pool, Parks & Forestry, Sewer Maintenance, Water Service and Water Maintenance - and may be called upon to perform any or all of the following: (These examples do not include **all** of the tasks which may be assigned a part-time, temporary employee.)

Operate city vehicles and equipment through heavily congested areas and under adverse weather conditions.
Operate riding and walk-behind power lawn mowers.
Load dirt, leaves, construction and other materials.
Collect garbage, rubbish and other waste materials.
Work with Water Service Auto Parking performing a variety of tasks, such as painting floors, sweeping parking lots, installing water meters, etc.
Work with street maintenance, park maintenance, water maintenance, ball park or street painting crews.
Work in areas exposed to dust, dirt or pollen.
Unload fertilizer bags.
Empty refuse drums.
Mix and pour concrete.
Set cones and barricades for construction projects.
Clear wooded park property.
Frequently lift, load, unload and carry objects weighing up to 100 lbs, including chunks of concrete and asphalt, tree limbs, garbage cans and playground equipment.
Climb stairways and steep embankments on a regular basis.
Perform painting and minor building repairs.
Perform other routine, manual tasks.
Perform other work as assigned.

03/22/2012

Revised March, 2012

The City of Royal Oak is an Equal Opportunity Employer.