



TOWN OF WAKEFIELD

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Job Title	Temporary Student Laborer		
Status	40 Hours, Temporary Seasonal Employee, No Benefits, Non-Exempt		
Department:	DPW, All Divisions	Posting Date:	February 21, 2024
Salary Range:	\$16/hr starting rate	Closing Date:	Open until filled
Union:	Non-union	External Applicants Considered:	Now
Apply Online:	www.wakefield.ma.us/jobs		

On average, the Town budget allows for 12 summer positions to be filled each year between May and August. Returning students who are eligible for rehire are offered re-employment first, then eligible applicants are evaluated for suitability for all remaining openings. Returning employees are asked to express interest in returning by April 1 each year.

ESSENTIAL FUNCTIONS

The student laborer acts under the instruction and supervision provided by senior division staff to:

- Operate equipment such as, but not limited to, vehicles, weed whacker, hand tools, ladder, drill, etc. Type of equipment varies and is assigned by the division supervisor.
- Assist in the inspection, maintenance and repair of equipment and vehicles.
- Perform manual labor to assist in the maintenance of:
 - Parks, playgrounds, open spaces, and athletic fields. Including mowing, trimming, and seeding; cleaning grounds and disposing of trash; raking, shoveling; and planting, trimming, and removing trees and shrubs.
 - Highway, roadways, sidewalks, traffic control devices, and drainage systems. Including patching, paving, sweeping, cleaning, and disposing of trash; Repairs, maintains, and installs signs and other traffic control devices; Repairs, maintains, and installs roadway drainage structures. Maintains culverts, ditches and other drainage conduits in good working order.
 - Buildings, remodeling, renovation, maintenance work and custodial services; Paints interior and exterior surfaces, helps carpenters, electricians, plumbers and other trades.
 - Water and sewer systems; Including hydrant, water meter, and valve maintenance, repair and replacement; Sewer and water main inspection and repair; clearing blockages; repairing leaks.
- Students may be assigned a town vehicle and given an on-site, unsupervised task.
- Serve as the pick-up/delivery driver for departmental needs.
- Respond to emergencies as required by the Division supervisor.
- Perform related work as required, or the situation dictates.

EDUCATION AND EXPERIENCE

High School diploma or equivalent; and enrolled in a post high school technical training program or other educational program.



Special Requirements

18+ years of age

Valid driver's license

Wakefield residents given priority consideration

KNOWLEDGE, ABILITY, AND SKILLS

Knowledge: A willingness to learn public works functions, equipment operation and maintenance requirements and related tasks.

Abilities: Ability to operate construction and maintenance related equipment safely and effectively; ability to work effectively as a member of a crew or independently. Ability to work for extended periods under adverse conditions.

Skills: Skill in the operation and use of all related tools and equipment.

WORK ENVIRONMENT

The nature of duties may involve continuous presence of unpleasant or irritating elements, such as considerable noise, odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease. Work may be continually performed outdoors, regardless of weather conditions.

PHYSICAL, MOTOR, AND VISUAL SKILLS**Physical Skills**

Work requires moderate intermittent physical strength and effort daily, such as, lifting heavy objects, carrying the object(s) and stacking them or placing them in a vehicle or storage area. In addition, pulling, pushing, standing or walking for the full workday may also be involved. A great deal of physical effort must be exerted at this level.

Motor Skills

Essential functions involve close hand and eye coordination and physical dexterity. Manipulation and motor control under conditions which may require extreme accuracy, for example excavating around electric or natural gas utilities.

Visual Skills

Visual demands require routinely reading documents for general understanding and analytical purposes. Full job description available upon request.

Affirmative Action/Equal Opportunity Employer:

The Town of Wakefield provides equal employment opportunities (EEO) to all employees & applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, The Town of Wakefield complies with applicable state & local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms & conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, & training.

The Town of Wakefield expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic

information, disability, or veteran status. Improper interference with the ability of the Town of Wakefield's employees to perform their job duties may result in discipline up to & including discharge.