



HELP WANTED

Position Posting
CITY OF MIDDLEBURG HEIGHTS
An Equal Opportunity Employer

JOB TITLE: Summer Service Laborer
DEPARTMENT: Public Service
IMMEDIATE SUPERVISOR: Crew Leader, Supervisor, Foreman, and Superintendent
JOB CLASSIFICATION: Seasonal Part Time Non-Exempt
COMPENSATION: Up to \$13.74/hour

POSITION DESCRIPTION

Under general supervision, the Summer Service Laborer will assist full time Department of Public Service crews with various duties involving landscaping, tree removal, property maintenance, concrete installation, and general labor. Specific job activities could include, but are not limited to, landscape planting, tree removal, line trimming, grass cutting, watering landscape, outdoor painting, and more.

The Summer Service Specialist must be available to work Monday – Friday, from 7:00am – 3:30pm. Applicant should be able to travel within and outside of the city, work inside and outside, and be exposed to adverse environmental conditions including high and low temperatures; humidity, rain, and wet conditions; direct sunlight; wind; allergens; and noise. While performing the duties of this job, the employee is regularly required to stand, sit; use hands to handle or feel; talk, and hear. The employee is frequently required to reach with hands and arms. The employee is required to stand, walk, stop, kneel, crouch, and crawl. The employee must frequently lift and/or move up to 25 pounds and occasionally move and/or lift up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

The ideal candidate for this position should meet the following minimum criteria:

- 16 years of age or older
- Valid Ohio Driver's license, with good driving record
- Basic knowledge of property maintenance tasks, tools, and equipment
- Previous experience working in a customer-oriented environment preferred
- Basic level written and verbal communication in the English language is required
- Ability to multi-task and work independently
- Ability to work well on a team and provide excellent customer service

If interested in applying, please email application to jminch@middleburgheights.com or return application to the Middleburg Heights Department of Public Service office (15700 Bagley Road, Middleburg Heights) no later than 5:00PM Friday, June 2, 2023. Applications are attached or may be found on the City website:

https://middleburgheights.com/MBH_2020/wp-content/uploads/2022/10/Employment-Application-Middleburg-Heights-Ohio-2022-10-Form.pdf

Questions about this posting may be emailed to jminch@middleburgheights.com