

JOB DESCRIPTION  
**Public Works Employee-Summer Help**  
City of Prairie du Chien, WI

This position involves: assisting the full time employees with construction and maintenance of streets, sanitary sewers and storm sewer work; airport maintenance; cleaning, upkeep and maintenance of all City buildings, parks, swimming pools and Tourist Info. Center (including cleaning of public restrooms); and any related work assigned. It also entails painting of buildings (inside and out), some climbing, and also painting of street markings and curbs, as well as highway painting. The employee will be responsible for lawn care including: operation of mowers and attachments, weed eaters and tree trimming equipment.

Employee must be mechanically inclined for duties such as repairs to mowers, weed eaters, and other small engines. Employee must have some knowledge and/or experience in vehicle maintenance and operations.

Employee must be willing to help in other City Departments (when, and if needed), such as the Wastewater Treatment Plant and Water Department.

Employee must have a valid Wisconsin Driver's License.

Employee must be flexible to changes in job duties throughout the work day and to miscellaneous projects handed down through other City Departments. The employee must also be responsible, honest, reliable, cooperative, be neat in appearance and must understand that in working with the public, one must be courteous at all times.

Regular work hours consist of Monday through Friday, 6:30 a.m. to 3:00 p.m., with a one-half hour lunch.

This position is limited to a maximum of 600 hours (approximately 15 weeks) and no benefits provided.

Tentative dates of employment are May 24th – September 5<sup>th</sup>, 2008

Aaron Kramer  
City Administrator