

SEASONAL WORKER

JOB GRADE: Temporary Seasonal Position

AGE: Minimum age of 18 years

SEASON: Between September and December, 2017

HOURS: 16 to 40 hours per week

SCHEDULE: Weekdays 7:30 a.m. to 4:00 p.m.; some weekends and State holidays

SALARY: \$12.00 per hour

RESPONSIBILITIES

The Seasonal Worker duties include performing varied types of manual and unskilled landscaping, painting of fire hydrants, housekeeping work, operation of vehicles and the performance of related work as required. Work will be performed under ambient indoor and outdoor conditions.

The work ability requirements are attached to the job description.

Examples of work required to be performed include:

- Knowledge of the methods, materials, tools, equipment and supplies used to perform varied types of landscaping, painting of fire hydrants, and housekeeping work.
- Knowledge of and ability to properly use hand and/or gas and electric power tools such as hedge trimmers, weed wackers, shovels, rakes, lawn mowers, et.
- Ability to perform manual tasks either alone or as a member of a group.
- Dig trenches and manually grade grounds.
- Collect rubbish and other refuse.
- Tree trimming and removal.
- Cut grass; rake lawns; trim hedges, lawns, brush and trees.
- Plant flowers; water and weed garden and yard areas.
- Remove poisonous and non-poisonous underbrush, foliage, vines and weeds.
- Shovel snow, dirt, gravel, sand and other miscellaneous debris.
- Empty trash cans and recycling bins.
- Sweep, vacuum and mop interior floors.
- Hydrant maintenance.
- Hanging door tags.
- Painting pipes.

- Changing light bulbs.
- Meter reading in commercial facilities in above ground installations.
- Perform related duties.

UNIFORMS

The Authority will issue work t-shirts with the Authority logo required to be worn during work hours. The employee will provide their own work pants, boots, etc.

AUTHORITY

This position reports directly to the Operations Superintendent, or assigned alternate. The position requires interaction with the general public.

REPORTING

This position will be assigned to work at the Authority's Headquarters located at 19 Saddle Road, Cedar Knolls, NJ 07927 and at any other of the Authority's facilities and throughout the Authority's service area.

QUALIFICATIONS

1. Possess a minimum of a New Jersey High School diploma, or equivalent, or scheduled to enter the 11th or 12th grade of high school
2. Possess a valid New Jersey Basic Driver's License.
3. Knowledge of the methods, materials, tools, equipment and supplies used to perform varied types of manual and unskilled labor tasks.
4. Ability to read, write, understand and communicate in English sufficiently to perform the duties of this position.
5. Ability to understand, remember and carry out oral and written instructions and/or directions in English.
6. Ability to work harmoniously with co-workers and others.
7. Ability to perform manual tasks either alone or as a member of a group.

PRE-EMPLOYMENT

As a condition of employment, after an offer has been issued but before employment has commenced, the applicant must successfully complete a security background and driving record check and a physical examination administered by an Authority assigned physician to confirm the applicant can perform the work in accordance with the work ability requirements.