

VILLAGE OF ELM GROVE

Employment Opportunity for
SUMMER LABORER EMPLOYMENT

Purpose: Summer seasonal laborers will perform work activities associated with the mission of various Village departments. The incumbents of these positions work approximately 40 hour work weeks between May 1st and August 30th. Actual work time is dependent on the weather and staffing needs of the Village. Employment is at-will, and may be terminated at any time by the Village.

ESSENTIAL FUNCTIONS:

Department	Position	Total of Positions Needed	Schedule	General Position Responsibilities Include:
Public Works	Summer Laborer	3	Approximately 14 weeks Monday - Friday 7:00 a.m. ó 3:30 p.m.* Every 3 rd Saturday 7:00 a.m. – 11:00 a.m. (40 hour max. work week)	Mowing Painting Maintenance Janitorial Other duties as assigned Grass Trimming Watering Trees Garbage Collection Landscaping
Public Works	Forestry Laborer	1	Approximately 14 weeks Monday - Friday 7:00 a.m. ó 3:30 p.m. (40 hour max. work week)	Watering Trees Manual and Liquid Weed Control Tree and Shrub Pruning Planting Tree and Shrub Removal Grass Trimming

THE REQUIREMENTS

1. At least age 18
 2. Valid Wisconsin driver's license
 3. Ability to lift 60 lbs.
- * Some holiday hours may be required.

THE 2010 SALARY RANGE IS: Starting rate of pay is \$8.75, increasing \$.25/hour for each returning year, to a maximum of \$10.75 per hour.

THE SELECTION PROCESS will be job related and will consist of one or more of the following: training and experience evaluation; written, oral, or performance tests; or other assessment methods. The Village of Elm Grove reserves the right to call only the most qualified candidates for employment interviews.

Positions are open until filled.

APPLICATIONS may be obtained from our website www.elmgrovewi.org, in person, or via mail from the Village of Elm Grove, 13600 Juneau Blvd., Elm Grove, WI 53122 or by calling (262) 782-6700. Completed applications should be returned to the same address.

01/29/10

THE VILLAGE OF ELM GROVE IS AN EQUAL OPPORTUNITY EMPLOYER

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the American with Disabilities Act (ADA) of 1990.