

CITY OF GERING

Job Posting Notice

Job Title: Summer Seasonal Position – Laborer

Department: Park

Pay Scale: Dependent on experience. Ranges \$10.74 - \$15.12

Posting Period: March 1, 2023 (positions will remain open until filled)

Application Deadline: Open until filled. EOE

Return Applications to:

Gering City Administration
1025 P Street, Gering, NE 69341

Job Description: Attached – must be 18 years of age or older

City of Gering Job Applicant,

Please read and understand this statement before signing your job application.

Job Applications must be completed in their entirety ("see resume" is not sufficient) as this is the tool that will be used during the initial review in order to select applicants for interview. **A resume is required. so please submit with the job application.**

The information provided in this job application must be true. False or misrepresented information will be sufficient cause for the application to be rejected (or cause for termination if discovered after employment).

You are authorizing the City of Gering to obtain information from previous employers, educational institutions, and other parties to verify the accuracy of the information provided in this application.

You are waiving all rights and claims you may have for seeking and using the information to evaluate the application.

This application will be used only for the position for which you are currently applying. If you wish to re-apply for another position, even if is the same classification, you must complete and submit a new application.

Thank you.

Reason for leaving

Company Name _____

Telephone _____

Address _____

Starting Pay _____

Supervisor's Name _____

Ending Pay _____

Job Title _____

Employment Dates:

Describe your work _____

From: _____

To: _____

Reason for leaving _____

Company Name _____

Telephone _____

Address _____

Starting Pay _____

Supervisor's Name _____

Ending Pay _____

Job Title _____

Employment Dates:

Describe your work _____

From: _____

To: _____

Reason for leaving _____

We may contact the employers listed above unless you indicate those you do not want us to contact.

PLEASE READ AND UNDERSTAND THIS STATEMENT BEFORE SIGNING YOUR APPLICATION:

The information provided in this Application for Employment is true. False, incomplete, or misrepresented information will be sufficient cause for my application to be rejected, or, if discovered after employment, cause for immediate termination of my employment.

I authorize the employer to obtain information about me from previous employers, educational institutions, and other parties to verify the accuracy of information in this application, a related employment resume, or personal interview. I waive all rights and claims I may otherwise have against the employer or its representatives, for seeking, and using information to evaluate my employment request and all other persons who provide information for this purpose.

This application will expire in 30 days. Unless otherwise notified, I understand that my status as an applicant will end. I may re-apply for employment in the future by completing a new application.

This application is not an employment agreement. If I accept an offer of employment I understand the employer may

terminate my employment at any time, with or without cause and without prior notice, unless required by law. I understand that no one, other than an executive officer of the employer, has authority to enter into any employment agreement with terms contrary to the foregoing and then only in writing signed by such officer.

I accept all terms and conditions in the above statement.

Signature

Date

PLEASE RETURN TO CITY OF GERING ADMINISTRATION OFFICES:

1025 P Street
Gering, NE 69341

Phone: (308) 436-5600
Fax: 308-436-6899
or email to sgoss@gering.org

NOTE:

If submitted by email or fax, please understand that the original applications need to be mailed to the above address.

POSITION DESCRIPTION

Class Title: **Park Laborer I**
Department: Parks
Status: Non-Exempt

Pay Scale: Unclassified
Updated: March 2023
Safety Sensitive: Yes

GENERAL PURPOSE

Performs a variety of semi-skilled tasks to assist in the overall maintenance of public grounds, buildings and equipment.

SUPERVISION RECEIVED

Works under the immediate supervision of the Parks Caretaker.

SUPERVISION EXERCISED

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Must be able to operate riding and push mowers and string trimmers.

Able to perform minor maintenance on equipment such as checking oil and fluid levels and sharpen blades.

Maintain athletic fields.

Clean restrooms, haul trash, plant trees, flowers and shrubs.

Fertilize, spray and water trees, flowers and shrubs.

Some heavy physical labor is involved such as digging, sod work, concrete and planting big trees.

Help in building new buildings, painting, installation and repairs of sprinklers, cleaning shop and vehicles.

Assist in work on miscellaneous projects such as building picnic tables and playground equipment.

Ability to perform job duties under adverse conditions, within the limits of personal safety.

Ability to work effectively with others.

Ability to understand and carry out oral and written instructions.

Ability to operate various power tools and equipment.

PERIPHERAL DUTIES

Duties as assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- (A) No previous training or experience is required.

Necessary Knowledge, Skills, and Abilities:

- (A) Ability to lift heavy objects and to work under adverse weather conditions, within the limits of personal safety.
- (B) Ability to understand and carry out written and oral instructions.
- (C) Ability to operate simple equipment and to perform routine building operation and maintenance tasks.
- (D) Ability to establish and maintain effective working relationships with associates, supervisors, and the public.

SPECIAL REQUIREMENTS

- (A) Valid state driver's license.

TOOLS AND EQUIPMENT USED

Pickup truck, lawn and landscaping equipment, including tractors, mowers, aerifier, chainsaw, edgers, weed trimmers, electric motors, pumps, sprinklers, irrigation systems; miscellaneous hand and power tools for turf maintenance, carpentry, painting, plumbing, electrical, and cement finishing work; janitorial equipment including floor buffers, steam cleaner, carpet cleaners, washers, vacuums, mops, brooms, and dusting equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or

balance; stoop, kneel, crouch, or crawl; and talk or hear. Work in an elevated working environment such as a bucket truck, ladders, or roof.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and outside, may work in inclement weather conditions. The employee frequently works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to the risk of electrical shock.

The noise level in the work environment is usually loud.

May be required to work evenings and weekends.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.