



**Lehigh Acres Municipal Services Improvement District  
Job Description**

**JOB TITLE:** Temporary Canal Maintenance Laborer, (Summer Labor)

**POSITION:** 2 Positions

**DATE:**           **FROM:** \_\_\_\_\_           **TO:** \_\_\_\_\_

Department:           2  
Reports To:           Field Operations Director  
JOB STATUS:           As needed, but not to exceed 6 Month Term  
Hours of work not guaranteed  
Not eligible for FRS  
Not eligible for benefits  
Not eligible for sick, vacation or holiday pay

**SUMMARY:**

Maintains vegetation on canals and lake rights-of-way.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Receives written work orders or verbal instructions from designated supervisory personnel.

On a daily basis, work on a crew of one to 6 employees.

Operate a variety of maintenance equipment necessary to maintain and repair grounds and facilities. Examples of equipment would include a variety of mowers and tractors with trailers or weed eaters etc.

Cuts weeds and brush along rights-of-way and cleans debris from ditches, drains, parks and tree trimming areas. Maintains shrub and turf areas necessary to maintain and improve the appearance and quality of District property which includes parks. Remove litter and debris from District property.

Install and maintain trees, turf and shrub beds, and irrigation systems.

Maintain facilities such as restrooms by sweeping floors and scrubbing walls, ceilings and sanitary fixtures, filling paper and soap dispensers, changing light bulbs and clearing the facility of litter and garbage.

**Other duties that may be required but not limited to:**

Fuels equipment.

Loads fallen tree limbs and roadside trash into dump truck.

Operates chipper.

Removes and replaces traffic signs.

Cuts grass and trims weeds on District property or easements.

Cleans buildings, washes windows and empties trash cans.

Paints interior and exterior walls and trim.

Applies herbicides using various application equipment.

Maintains water control facilities by cleaning debris, installing or removing boards to manipulate water level.

Performs routine maintenance on lawn equipment.

**SUPERVISORY RESPONSIBILITIES**

None

**QUALIFICATIONS** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE** This is an entry level position. High school diploma or general education degree (GED) preferred; or one to three months related experience and/or training; or equivalent combination of education and experience.

**LANGUAGE SKILLS**

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to read and interpret documents such as safety rules, operating and maintenance instructions and manuals. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to other employees of the District.

**MATHEMATICAL SKILLS**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

**REASONING ABILITY**

Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**CERTIFICATES, LICENSES, REGISTRATIONS**

Must possess a clean and valid State of Florida drivers license

**PHYSICAL DEMANDS:** The physical demands described herein 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 frequently is required to use hands to finger, handle, or feel and reach with hands and arms. The employee is occasionally required to stand; walk; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee must occasionally lift and/or move up to 50 pounds. The employee is occasionally required to walk on uneven and sloping grounds (canal-banks). Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and 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.

Some jobs require an employee to be exposed to inclement weather conditions. While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; extreme heat; and vibration. The employee is frequently exposed to fumes or airborne particles, outside weather conditions, and extreme cold. The employee is occasionally exposed to toxic or caustic chemicals and risk of electrical shock. The noise level in the work environment is usually loud. The employee will occasionally be required to wear safety equipment. This equipment will be dictated by the type of work or work environment.

Employee signature: \_\_\_\_\_

Date: \_\_\_\_\_

HR: \_\_\_\_\_

Date: \_\_\_\_\_