

Luzerne County Flood Protection Authority
LUZERNE COUNTY, PENNSYLVANIA

Job Description: Seasonal Per Diem
Employment Status: Part-Time/Non-Exempt
Compensation: \$12.00 per hour/40 hours maximum per week/no benefits
Reports To: Levee Maintenance Supervisor

SEASONAL PER DIEM

Definition

The Luzerne County Flood Protection Authority is tasked with the operation and maintenance of the 16-mile Wyoming Valley Flood Risk Management Project. This is a seasonal per diem position to assist the Levee Operations Supervisor with basic maintenance along the levee right-of-way and other locations that are elements of the flood control system.

Generally, the position involves the removal of unwanted vegetation along the levee right-of-way which includes, but not be limited to, weed wacking, running a leaf vacuum, pruning and the removal of trees and limbs that have fallen onto the levee. Other duties may include, but not be limited to, trash receptacle maintenance and the removal of litter along the levee right-of-way.

Seasonal Per Diem positions work up to five (5) days a week (Monday through Friday) and up to a maximum forty (40) hours per week. During Susquehanna River high water events the opportunity for additional work hours may be available which could involve late night or early morning hours and weekend and/or holiday work. No additional benefits are attributed to this position.

Typical Examples of Work

Operates light-duty vehicles (pick-up truck, etc.), gas powered grass trimmers, weed wackers and other types of vegetation control equipment as directed.

Operates pruning shears, loppers, rakes, shovels, brooms and other types of hand tools as directed.

Assists in the removal of litter along the levee and other locations as directed.

Performs trash collection duties at the trash receptacles located atop the levee maintenance roadway.

Work is usually performed in an outdoor environment within the right-of-way of the Wyoming Valley Flood Risk Management Project. At times may assist in light housekeeping duties at the Authority's levee maintenance shed and other facilities as directed.

Performs other related duties as required.

Required Knowledge, Skills and Abilities

Individual must be at least seventeen (17) years of age.

High School diploma or General Educational Development (GED) preferred; education may be waived by work experience.

Must possess a valid Commonwealth of Pennsylvania Driver's License.

Must have knowledge of and/or the ability to learn about the care and proper use of tools and equipment used in the maintenance of the levee right-of-way.

Must possess the ability to understand and follow oral and written instructions.

Accurately communicates information to supervisor in a timely and useful manner.

Safely operates light duty vehicles for the purpose of conducting official duties for the Authority.

Travels to work sites and may perform around hazardous situations such as moving heavy equipment, in and around equipment, at heights, on steep grades, and on ladders and uneven surfaces.

Individual must be able to work flexible hours as directed by the Levee Operations Supervisor. During Susquehanna River high water events the opportunity for additional work hours may be available which could involve late night or early morning hours and weekend and/or holiday work.

In the performance of manual laboring duties, employee must lift and carry supplies up to 50 pounds for at least 20 yards; at times may use shovel to dig or spread material; rakes, hammers, picks, chain saws, weed wackers, compactors, air compressors; bolts, unbolts or erects signs; etc., and picks up litter. These duties all commonly involve repetitive actions and

motions such as grasping, reaching, bending, squatting, twisting, lifting, carrying, pushing and pulling.

Work may be performed under a range of weather conditions including extreme heat, cold or rain; exposure to poisonous plants, animals, or insects and a variety of potential injuries such as bruises, cuts, scrapes, sprains, and strains.

Must be capable of wearing appropriate personal protection equipment such as hard hats, boots, aprons, gloves, and eye wear as necessary. The Authority will provide all personal safety equipment with the exception of footwear.

The individual must be able to pass a physical abilities test after offer and acceptance of the position.

The individual may be subject to pre-employment drug and alcohol testing.

Minimum Experience and Training

At least seventeen (17) years old and must possess a valid Commonwealth of Pennsylvania Junior License or full unrestricted Driver's License.

All Authority facilities and vehicles are tobacco free locations.