



**Dawson County  
Human Resources**  
(406) 345-4118 • roehlb@dawsoncountymail.com

# Job Opportunity

## Summer Laborer-West Glendive Public Works

<b>Date Posted:</b>	April 7, 2017
<b>Application Deadline:</b>	Open until filled
<b>Salary Range:</b>	\$11.00 per hour
<b>Job Type:</b>	Full-time, Temporary
<b>Hours/Days:</b>	40 hours per week 8-5 Mon-Fri

**ABOUT THE POSITION/DEPARTMENT:**

The Laborer I position serves as a utility worker, groundkeeper, and laborer for West Glendive Public Works Department.

**MINIMUM QUALIFICATIONS:**

Graduation from high school, one year experience, or an acceptable combination of education and experience; Requires knowledge of use of standard tools and equipment for maintenance and construction, mowers for lawn maintenance. Ability to follow written and verbal instructions effectively and appropriately communicate; understand and comply with laws, regulations, policy and directives interact effectively and appropriately with public and employees; Must maintain a valid Montana driver’s license.

**DUTIES AND RESPONSIBILITIES:**

Under supervision, this position performs standard laborer duties such as moving items, construction, and maintenance. Also trims and mows lawns and removes weeds and assists with public works projects and maintenance as needed.

**HOURS/DAYS:**

Full-time, temporary position start May 1 with work expected to last into and potentially through the month of October. Typical shift is 8:00 am - 5:00 pm Monday through Friday.

**HOW TO APPLY:**

To apply for this position, please contact the Glendive Job Service (<http://glendivejobs.mt.gov>) to complete a Dawson County application and complete any required testing (if applicable). An application may also be downloaded from the County website, [www.dawsoncountymontana.com](http://www.dawsoncountymontana.com). Completed applications should be submitted to Dawson County Human Resources or to the Glendive Job Service. For questions regarding the position, please call Dawson County Human Resources at (406) 345-4118.

*This vacancy announcement provides only a brief overview of the position for recruiting purposes and is not intended to be a full list of duties and qualifications. For a complete position description, please make your request to Dawson County Human Resources.*

*Dawson County provides equal opportunity for employment, retention and advancement to all people regardless of race, color, creed, national origin, religious or political affiliation, sex, age, marital status, mental or physical disabilities. The information contained on employment applications is sought in good faith. It will not be used in any way to discriminate against any applicant for employment in violation of state or federal law.*