

**Village of Allouez**  
**POSITION DESCRIPTION**



<b>TITLE</b>	Water Maintenance Seasonal Laborer		
<b>REPORTS TO</b>	Water Foreperson	<b>UPDATED</b>	February 2026
<b>FLSA STATUS</b>	Non-Exempt	<b>TYPE</b>	Seasonal

**POSITION SUMMARY**

The Water Maintenance Seasonal Laborer assists the water department with the general maintenance of the Allouez water distribution system along with Village owned facilities and properties.

**DUTIES AND RESPONSIBILITIES**

*The following duties are representative of the work required for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.*

- Maintain buildings and grounds associated with the water department.
- Operate mowing, grooming, trimming, and various landscape equipment.
- Assist water department staff with projects and various maintenance activities.
- Clean and maintain all water utility pump stations.
- Assist with the annual valve turning program.
- Locate water shut-off valves.
- Assist with the annual maintenance and repairs of hydrants including flushing and painting.
- Assist Street department staff with various maintenance activities as needed.

**EDUCATION, EXPERIENCE, AND QUALIFICATIONS**

- High school diploma or equivalent preferred.
- Must be 18 years of age or older.
- Must possess a valid driver’s license.
- Capable of frequently lifting and carrying up to 50 pounds.

**SKILLS AND ABILITIES**

- Able to safely operate mowers, trucks, trailers, and other power equipment.
- Able to perform tasks that require frequent standing, bending, kneeling, climbing, reaching, and twisting.
- Able to work in varied environmental conditions.
- Able to work independently as well as part of a team.
- Able to complete assigned projects without detailed instructions and with minimum supervision.
- Able to deal tactfully and effectively with the public.