



CITY OF PAWTUCKET

CITY HALL
137 ROOSEVELT AVENUE
PAWTUCKET, RHODE ISLAND 02860

OFFICE OF HUMAN RESOURCES

DONALD R. GREBIEN
MAYOR

INTERNAL/EXTERNAL BIDS

The City of Pawtucket is posting the following vacancy in Local 1012 AFSCME:

	DEPT.	DIVISION	JOB TITLE	PAYGRADE SALARY RANGE
1	Public Works	Parks & Recreation	Farm Attendant- Part Time	A00-\$14.30/Hour

Scheduled Hours: Saturday and Sunday (8:00 AM to 5:00 PM)- 18 hours

Requirements:

- High School Diploma or GED; (submit a copy with your application)
- 1 to 2 years experience working with farm animals;
- Must be able to lift and/or move up to 100 pounds;
- Valid Driver's License

TO APPLY: Please complete a City of Pawtucket Employment Application, which can be found on our website at <http://www.pawtucketri.com/personnel-department>. Please email to HR@pawtucketri.com, along with a copy of your High School Diploma or GED.

Internal Candidates -Application Period: June 12, 2019- June 20, 2019
External Candidates – Application Period: June 12, 2019 – until filled

Job Specifications are posted in the Personnel Division for your review*

Candidates must meet minimum qualifications as stated in job description

The City of Pawtucket is an Equal Opportunity Employer and fully complies with the Americans with Disabilities Act.



CITY OF PAWTUCKET

Job Description

Job Title: Farm Attendant (part-time)
Department: Parks & Recreation
Reports To: Supervisor of Parks
Pay Grade: A00
Prepared By: PP
Prepared Date: June 2007
Approved By: JC
Approved Date: June 2007

SUMMARY

Maintains grounds and cares for animals at Daggett Farm.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Include the following. Other duties may be assigned.

- Feeds and cleans animals
- Maintains grounds within Daggett Farm
- General maintenance of buildings and facilities
- Sets up and operates farm machinery
- When Daggett Farm is open to the public, performs security rounds
- Compiles weekly schedule and payroll for all farm workers
- Helps to coordinate entertainment such as Haunted Tunnel fund raiser
- Performs various duties of farm workers.

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

High school diploma or general education degree (GED); and one to two years' related experience Working with farm animals.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

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 detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

A valid Drivers License

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 stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stoop, kneel, crouch, or crawl. The employee is occasionally required to sit, climb or balance, and taste or smell. The employee must frequently lift and/or move up to 75 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, and peripheral vision.

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 is regularly exposed to outside weather conditions. The employee is frequently exposed to wet and/or humid conditions. The employee is occasionally exposed to moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; risk of electrical shock; and vibration. The noise level in the work environment is usually moderate.