



**Seasonal Supervisor**  
Department of Public Works

Posting Date  
January 12, 2018

**2018 Season**

Closing Date  
**Open Until Filled**

*“We believe a strong community embraces diversity, promotes innovation, and encourages collaboration.  
We strive to lead by example within the region.  
We do this because we want everyone to choose Troy as their community for life.  
We believe in doing government the best”*

**DUTIES**

Supervise, train and coordinate the daily work of Summer Laborers in the Streets, Water or Parks Maintenance Division. Address and resolve complaints and/or problems that occur on shift. Also perform manual labor.

**Parks Division:**

Supervise employees performing athletic field maintenance, monitoring parks and performing park maintenance.

Afternoon Shift: 2:30 PM - 11:00 PM, Monday – Friday

Weekend Shift: 7:00 AM - 8:00 PM, Saturday & Sunday plus 2 optional weekdays 7:00 AM – 3:30 PM

**Streets Division:**

Supervise employees trimming weeds and tall grass at overpasses, bridges, and retention ponds. Also coordinate the work of temporary employees who support division activities in street, drain and sign maintenance.

Regular Shift: 7:00 AM – 3:30 PM, Monday – Friday

**Water Division:**

Supervise employees who rake, shovel, paint fire hydrants, lay sod, trim weeds, fire hydrant maintenance, and clean vehicle storage area.

Regular Shift: 7:00 AM - 3:30 PM, Monday – Friday

**REQUIREMENTS**

- Must be at least 18 years old, a high school graduate or have a GED on your first day of employment.
- Must have a valid Michigan driver license and a good driving record (based on City of Troy standards).
- Must pass a pre-employment physical including drug screen.
- Must provide your own STEEL-TOED shoes when you start work.
- Must be available to work from April until October (Parks Division), or approximately May until August (Streets and Water Divisions).
- Must be able to work well with others, communicate expectations and give clear instructions.
- Strongly prefer previous supervisory experience.

**HOURS**

24 - 40 hours per week.

Parks Division: Afternoon Shift is 40 hrs/week; Weekend Shift is 24 hrs/week (with the option to work 2 additional weekday shifts 7:00 AM -3:30 PM).

Streets and Water Divisions: 40 hrs/week.

Assignments in the Streets and Water Divisions are for four (4) months, approximately May – August, assignments in the Parks are for seven (7) months, April – October however, length of commitment is flexible.

**WAGE:** \$12.50 - \$13.50/hour

**APPLY**

Applications are available at [www.troymi.gov/jobopenings](http://www.troymi.gov/jobopenings) and can be sent to [apply@troymi.gov](mailto:apply@troymi.gov) or turned into the Human Resources Department located at 500 W. Big Beaver Road, Troy, MI 48084.

Your application is part of the review process; be sure it is complete. Attaching a resume is required, however, all information requested on the application form must be completed (i.e. *writing “see resume” is not sufficient*).

AN EQUAL OPPORTUNITY EMPLOYER: The City of Troy is committed to providing equal opportunity employment to all applicants. The City of Troy will consider all qualified applicants for employment regardless of race, religion, color, sex, height, weight, marital status, national origin, age, disability, or veteran status or any other basis protected by federal and state law.