

**Lincoln County
Position Description**

Position Title: Forestry LTE	Department: Forestry, Land & Parks
Pay Grade: Seasonal Forestry Worker	FLSA: Non-exempt
Date: January 2023	Reports to: Forestry Foreman & the Forestry, Land & Parks Administrator Not to exceed 1,199 hours in a 12-month period

Purpose of Position

This position is to perform a variety of duties in the development and maintenance of County forests, parks, roads, trails and recreational areas. This position requires availability to work one day during holiday weekends.

Essential Duties & Responsibilities

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

- Performs park maintenance tasks, including general clean-up, lawn mowing, raking, picnic table construction, painting, repairs to facilities, etc.
- Checks and collects County Park camper's user registration fees.
- Operates trucks, trailers, saws, mowers and other equipment in forestry, park, and recreation activities.
- Performs routine maintenance and minor equipment repair. Sharpens blades and chains, changes motor oil and filters, greases equipment, etc.
- Performs other forestry related tasks such as brush or tree cutting, planting and weed control.
- Performs other duties as assigned.

Minimum Training and Experience Required to Perform Essential Job Functions:

- High school graduate with knowledge of riding mower operation, basic carpentry and mechanics, and pickup truck with trailer operation.
- Must have a valid Wisconsin Driver's license, proof of auto liability insurance, and a good driving record.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

- Frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; talk; and hear. Frequent bending, twisting, and squatting, and occasional climbing may be required while performing the duties of this job.
- Ability to exert moderate physical effort, typically involving some combination of climbing and balancing, walking, stooping, kneeling, crouching, crawling, and lifting, carrying, pushing and pulling objects and materials of moderate weight.

- Occasionally lift, carry, and/or move up to seventy-five (75) pounds.
- Specific vision abilities required by this job include close vision and ability to adjust focus.
- Must have a valid Wisconsin Driver's license, proof of insurance that satisfies Lincoln County requirements and a good driving record.
- Ability to operate a variety of motor vehicles including trucks, mowers, trail maintenance equipment.
- Ability to operate various mechanics, carpentry, landscaping, and hand tools.
- Ability to operate a variety of office equipment including personal computer, digital telephone, fax machine, calculator, copy machine, etc.
- Ability to add, subtract, multiply, divide, and calculate decimals and percentages. Ability to apply concepts of basic algebra and geometry
- Ability to understand and complete documents including daily time and equipment report sheets, county policies including but not limited to personnel and safety rules and policies, operating and maintenance procedures and manuals.
- Must have the ability to interact positively and courteously with other employees, supervisors and the general public.
- Ability to write routine reports and correspondence.
- Ability to apply common sense understanding to carry out instructions in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.
- Ability to work effectively in a shop or outdoor environment for long periods of time.
- Must be able to meet required deadlines.
- Ability to perform work duties under various adverse weather and environmental conditions.
- Must be able to follow directions and work independently with little supervision.

Lincoln County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date