

Rusk County

PARKS/FORESTRY INTERN POSITIONS

Rusk County is accepting applications and resumes for two Part-time Parks/Forestry interns to work in our Forestry Department. Responsibilities include (but are not limited to): Assisting in the general maintenance of the County's parks, campgrounds and trails, along with assisting in the administration of the County's campgrounds.

Qualifications: There are no educational requirements for this position. However, preference for hire will be for those pursuing an advanced degree in Forestry, Recreation or other Natural Resources related degree programs.

Starting wage is \$ 12.50/hour. For consideration please submit application with resume to:

Rusk County Clerk's Office
311 Miner Ave E. Suite C150
Ladysmith, WI 54848

Any questions regarding this position contact Mike Zimmer, Parks Supervisor, at (715) 532-2113 or email at mike@ruskcountywi.us

Closing date for accepting applications along with cover letters and resumes is open until position is filled. First round of applications will be reviewed on March 15, 2019. Applications and a complete job description are available on line at www.ruskcounty.org or at the Rusk County Clerk's Office, 311 Miner Ave. E. Suite C150, Ladysmith, WI 54848

This institution is an Equal Opportunity Provider and Employer

JOB TITLE: Parks/Forestry Intern Position

GENERAL SUMMARY:

Responsible for general maintenance and assistance with the administration of the County's parks, campground and trails. This position is offered with the option for credits as an internship.

REPORTING RESPONSIBILITY:

1. Reports to: Parks Supervisor, Rusk County Forestry Department

ESSENTIAL FUNCTIONS OF THE JOB:

1. Assist in the general maintenance of the County's parks, campgrounds and trails.
2. Assist in the administration of the County's campgrounds.

JOB SPECIFICATIONS:

1. Education/Training:

There are no educational requirements for this position. However, preference for hire will be for those pursuing an advanced degree in Forestry, Recreation or other Natural Resources related degree

2. Skills/Abilities:

Must possess a valid driver's license.

PHYSICAL DEMANDS:

1. Approximately 70% of the shift is spent standing or walking around. 10% is spent sitting. 20% bending or twisting to reach objects or move materials.
2. Approximately 50% of the shift is spent using near vision and 25% is spent using far vision and talking.
3. Approximately 50% of the shift is spent carrying objects weighing 10 pounds or less and 20% is spent doing low lifting (10 pounds or less) and manipulating objects such as basic tools and machinery.
4. Heavy (50 lbs or more) lifting must be done on occasion.

WORKING CONDITIONS:

1. Approximately 85% of shift is spent working outside and is subject at times to extreme temperatures, wet or humid conditions and prolonged exposure to the sun.
2. Approximately 15% of the shift is spent exposed to possible hazards from working around moving vehicles and working with mechanical equipment.

EQUIPMENT:

1. In order to perform the essential functions of this job the following equipment is normally used.
 - A. Basic office equipment; calculator, copy machine, computer and printer equipment.
 - B. Tools; hammers, wrenches, screwdrivers and the like, power tools, chainsaws, shovel and brooms.
 - C. Transportation vehicles; standard transmission pickup truck and boat.
 - D. Maintenance equipment; riding and push mower and weed/brush cutter
 - E. Medical equipment; first aid equipment
 - F. Personal Protective Equipment; steel toe boots, hearing and eye protection and hard hats.

JOB TITLE: Parks/Forestry Intern Position

Pay for this position is \$12.50 per hour with no benefits. This position is approximately 12 weeks, beginning the end of May and ending in August. Starting and ending date may be adjusted for students. Normal working hours will be Tuesday thru Friday, 7:00 a.m. to 4:30 p.m., and Saturday, 7:00 a.m. to 11:00 a.m.

To be considered for this position applicants need to submit the following: resume, Rusk County Job Application

Job Applications and job description can be obtained by going to the Rusk County home page at www.ruskcounty.org.

Deadline for applications: March 15, 2019.

Send application materials to the following address:

Rusk County Clerk's Office
311 Miner Ave. E., Suite C150
Ladysmith, WI 54848

Questions regarding this position may be directed to Mike Zimmer, Parks Supervisor, at (715) 532-2113 or email at mike@ruskcountywi.us

If you are deaf and/or hard of hearing, call us through Wisconsin relay at 711

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