



**CITY OF APPLETON**  
invites applications for the position of:  
**Seasonal - Sign Shop  
Laborer**

An Equal Opportunity Employer

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**SALARY:** \$10.84 - \$12.74 Hourly

**OPENING DATE:** 03/16/21

**CLOSING DATE:** 05/31/21 11:59 PM

**JOB DESCRIPTION:**

This position requires manual labor involving the fabrication, installation, repair and maintenance of traffic signs and pavement markings. Work is performed under supervision of the Traffic Engineer and full time Sign Shop staff members.

**EXAMPLES OF DUTIES:  
ESSENTIAL JOB FUNCTIONS**

- Fabricate, install and maintain traffic signs
- Work independently as well as with others
- Work in close proximity to traffic
- Ability to work in all weather conditions
- Install temporary parking signage for special events
- Maintains regular, punctual and predictable attendance
- Perform customer service functions and answers questions for the public
- Drive City vehicles that do not require a Commercial Driver's License

**TYPICAL QUALIFICATIONS:**

- Ability to understand and carry out oral and/or written instructions
- Ability to use hand tools and power tools
- Ability to fill out daily reports
- Ability to read and understand street maps and directions
- Ability to drive efficiently and safely
- Ability to work in a safe manner
- Ability to lift, push and pull
- Ability to perform tasks on a regular basis which require frequent standing, climbing, lifting, reaching, bending, squatting and carrying
- Ability to maintain effective relationships with other employees
- Ability to deal with the public in a courteous manner
- Ability to use a step ladder
- Must provide own steel toe shoes
- Must possess a valid driver's license
- Must be at least eighteen years of age

**SUPPLEMENTAL INFORMATION:**

EMPLOYMENT PERIOD: May - September

WORK LOCATION: Municipal Services Building, 2625 E. Glendale Avenue

WORK SCHEDULE: 8 hours per day

Specific hours: 6:30 am to 2:30 pm weekdays

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APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.appleton.org/government/human-resources>

Job #2021-59

SEASONAL - SIGN SHOP LABORER

MJ

OUR OFFICE IS LOCATED AT:

100 North Appleton Street

Appleton, WI 54911-4799

920-832-6458

[humanresources@appleton.org](mailto:humanresources@appleton.org)

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