

DEPARTMENT: SCHOOLS
CLASSIFICATION: LABOR
APPROVED: SEPTEMBER 22, 2004

STUDENT WORKER

DISTINGUISHING FEATURES OF THE CLASS: Performs routine manual or clerical work requiring willingness to perform menial tasks. Constant supervision is maintained over the work at all times. This position differs from a laborer as the duties are performed by school district students or by school district graduates who are presently attending college. Duties of this class may be part of a (school) work-study program.

TYPICAL WORK ACTIVITIES:

1. Collects garbage and rubbish;
2. Loads and unloads trucks;
3. Cleans and shovels walks;
4. Cuts, trims and prunes trees and shrubs;
5. Rakes leaves and spades flower beds;
6. Washes walls, windows, trucks and buses;
7. Performs a variety of cleaning and unskilled maintenance tasks;
8. May assist with limited typing;
9. Performs a variety of routine clerical duties such as filing, sorting mail, etc.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Willingness to perform routine work; willingness to work under adverse conditions; physical endurance; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

None required.