



# DUTCHESS COUNTY 2018 SEASONAL STUDENT WORKER PROGRAM

---

Name:	Date:
Phone#:	E-mail:

**Please note:** These positions are for **students** that are:

Either: (A) Dutchess County residents entering or attending a college/university  
 Or: (B) non-Dutchess County residents entering or attending a college/university located in Dutchess County.

- *All Candidates must be at least eighteen (18) years of age at time of application*
  - *All positions will require fingerprinting. Fingerprint information will be given when a conditional job offer is made.*
- 

Please review all the available positions below and once you have chosen a position that you are interested in, fill out this form and either mail to the address listed below or fax it to the Human Resources Office at (845)486-2186.

In addition to this form, in order to apply you need to go to [www.dutchessny.gov/jobs](http://www.dutchessny.gov/jobs) to download an application or you can obtain an application from our office  
 Dutchess County Department of Human Resources  
 22 Market Street, Poughkeepsie, NY 12601/ (845)486-2169

## Department of Public Works

---

### Highway Division

**Highway Administration Seasonal Student Worker** – Perform accounting intern duties.

Salary: \$11.25/hr.  
 Location: Poughkeepsie

**Highway Seasonal Student Worker** – Assists various crews with routine manual tasks.  
*Individual must be available to work the entire summer through August. Overtime work may be required during emergencies.*

Salary: \$10.50/hr.  
 Location:  Poughkeepsie  
 Amenia  
 Beekman  
 Millbrook  
 Pine Plains  
 Rhinebeck



## DUTCHESS COUNTY 2018 SEASONAL STUDENT WORKER PROGRAM

---

### Buildings Division

- Buildings Seasonal Student Worker** – Assists with routine manual tasks which include landscaping responsibilities at County Buildings. Involved with the set up and break down of Office for the Aging Senior picnics. *Individual must possess a valid NYS driver license.*

Salary: \$10.50/hr.  
Location: Poughkeepsie

- Buildings Seasonal Student Worker (Architectural)** – Assists with field measurements and the creation and/or organization of digital drawings and specifications. Attends meetings for design and construction. *Individual must possess valid NYS driver license.*

Salary: \$11.25/hr.  
Location: Poughkeepsie

### Parks Division

- Parks Educational Seasonal Student Worker** – Assist the Park Naturalist and Assistant Park Naturalist in planning, prepping for, running and supervising summer programs; also assist with park maintenance when required.

Salary: \$11.00/hr.  
Location: Bowdoin Park (Town of Wappingers Falls)

- Maintenance Seasonal Student Workers**— Clean bathrooms, empty trash, weed wack, mow, paint, clean and prep facilities and grounds for customers.

Salary: \$11.00/hr.  
Location:  Wilcox Park (Town of Milan) OR  Bowdoin Park (Town of Wappingers Falls)

- Office Clerical Seasonal Student Worker** — Collect revenue from Mini Golf, boat rentals, gate admissions and disc golf equipment rentals, one (1) for Bowdoin Park – staff the park office, process reservation requests, collect revenue, answer telephones and interact with customers and assist with customer service.

Salary: \$11.00/hr.  
Location:  Wilcox Park (Town of Milan) OR  Bowdoin Park (Town of Wappingers Falls)

- Waterfront Director** – This is seasonal supervisory work involving the responsibility for the life and protection of persons swimming or otherwise using the recreational facilities of the beach area. Incumbent may be required to rescue persons experiencing difficulties in the water and administer lifesaving techniques. The incumbent may be required to administer first aid for other injuries suffered in the waterfront area. The position differs



## DUTCHESS COUNTY 2018 SEASONAL STUDENT WORKER PROGRAM

---

from Lifeguard by the addition of record keeping and supervisory responsibilities. Supervision is exercised over seasonal employees. The work is carried out under the general direction of the administrative official. *Requires possession of a current American Red Cross certified lifeguard training program certificate; CPR certificate; American Heart Association course in basic life support for the Professional Rescuer; and a current American Red Cross Waterfront Lifeguard Module Certificate (beach or waterfront). Waterfront Director's qualifications are the same as lifeguard PLUS two (2) seasons of full-time paid work experience as a lifeguard.*

Salary: \$18.29/hr.

Location: Wilcox Park

- Lifeguard** – This is important work involving the responsibility for the life and protection of persons swimming or otherwise using the recreational facilities of the beach area. Incumbents may be required to rescue persons experiencing trouble in the water and administer life-saving techniques. Incumbent may also be required to administer simple first aid when necessary. The work is carried out under the general direction of the Waterfront Director. *Requires possession of a current American Red Cross certified lifeguard training program certificate; CPR certificate; American Heart Association course in basic life support for the Professional Rescuer; and a current American Red Cross Waterfront Lifeguard Module Certificate (beach or waterfront).*

Salary: \$15.19/hr.

Location: Wilcox Park

### Engineering Division

- Engineering Seasonal Student Worker** – The primary focus of the work will be to assist with pavement condition data collection on local roads throughout Dutchess County. Additional work may include assisting staff engineers with construction inspection, development of reports and surveys, and other tasks related to engineering and construction design or administration. *Individual must be enrolled in two or four year engineering, engineering technology, construction technology, mathematics, science or related curriculum. Individual must possess a valid NYS driver license.*

Salary: \$12.00/hr.

### Transit Division

- Transit Assistant Worker** – Interviews passengers on buses to determine Title IV compliance. Provides office support to the Transit division.

Salary: \$10.50/hr.



## DUTCHESS COUNTY 2018 SEASONAL STUDENT WORKER PROGRAM

---

### Planning & Development

---

- Planning Seasonal Student Worker** – Provides assistance in the program areas of Community Development and Housing, Planning (land use, demographics, related trends, etc.), GIS and transportation. *Requires college sophomore, junior, senior or graduate student in the field of planning, urban studies, architecture, geography, transportation, housing, political science, community development or natural (environmental) resources.*

Salary: \$11.25/hr.

### Health Department

---

- Environmental Health Aide Seasonal Student Worker** – Involves collecting water samples (bathing beaches, etc.) and enters sampling data into computer. Should be pursuing a degree in science; i.e., chemistry, biology, with preliminary science course work having been completed; an ability to work independently. *Individual must possess NYS driver license as well as possession of a car, as extensive field work is required.*

Salary: \$10.75/hr.

- Communicable Disease Control Seasonal Student Worker** – Should be pursuing a degree in science; i.e., community and public health. Assists with the increase number of tick borne and food and water borne disease case load that occur from late spring - summer .

Salary: \$10.75/hr.

### Office for the Aging

---

- Office Clerical Support Seasonal Student Worker** – Involves providing routine clerical support services including keyboarding, filing and data management. Also Senior Picnic program setup/take, collect payment at picnics and surveys.

Salary: \$10.50/hr.

### Department of Human Resources

---

- Office Clerical Support Seasonal Student Worker** – Involves providing routine clerical support services including keyboarding, filing and data management.

Salary: \$10.50/hr.