

Department of Planning & Development:

Department of Behavioral and Community Health (DBCH):

<i>Environmental Health</i>	<input type="checkbox"/>
<i>Communicable Disease Control</i>	<input type="checkbox"/>

Office Clerical:

<i>Parks</i>	<input type="checkbox"/>	Wilcox Park (Town of Milan)
	<input type="checkbox"/>	Bowdoin Park (Town of Wappinger Falls)
<i>Office for the Aging</i>	<input type="checkbox"/>	
<i>Department of Human Resources</i>	<input type="checkbox"/>	
<i>Public Works Admin</i>	<input type="checkbox"/>	

Seasonal Student Worker Assignment Descriptions and Rates

DPW - Buildings	Salary: \$11.80/hr.	Location: Poughkeepsie
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. <i>Individual <u>must</u> possess a valid NYS driver license.</i>		

DPW - Buildings (Architectural)	Salary: \$12.55/hr.	Location: Poughkeepsie
Assists with field measurements and the creation and/or organization of digital drawings and specifications. Attends meetings for design and construction. <i>Individual <u>must</u> possess valid NYS driver license.</i>		

DPW - Engineering	Salary: \$13.30 (Cornell)	Location: Varies
Assist with annual road condition inspection for all local roads. Assists Engineering Division with miscellaneous tasks (asset inventory, data collection, survey crew help, etc.). <i>Individual <u>must</u> be enrolled in two or four-year engineering, engineering technology, construction technology, mathematics, science or related curriculum. Individual <u>must</u> possess a valid NYS driver license.</i>		

DPW - Highway	Salary: \$11.80/hr.	Location: Varies
Assists various crews with routine general labor or construction tasks. <i>Individual must be available to work the entire summer through August. Overtime work may be required during emergencies.</i>		

DPW - Airport	Salary: \$11.80/hr.	Location: Poughkeepsie
Assist airport staff in the areas of airport maintenance (daily facility inspections, general building, hangar and airfield lighting repairs, etc.)		

DPW -Public Transit	Salary: \$11.80/hr	Location: Varies
Conduct interactive surveys of passengers on buses related to on-time performance, bus shelter utilization, printed schedule ease of use and customer satisfaction.		

DBCH Environmental Health Aide	Salary: \$11.80/hr.	Location: Poughkeepsie
Involves collecting water samples (public water systems, bathing beaches, etc.) and enters sampling data into computer. May participate in other projects as needed, including digitizing records. <i>Individual 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 <u>must</u> possess NYS driver license as well as possession of a car, as extensive field work is required.</i>		
DBCH Communicable Disease Control	Salary: \$11.80/hr.	Location: Poughkeepsie

Assist with the increased number of tick-, food- and water-borne disease case load that occurs from late spring through-summer.

Individual should be pursuing a degree in science; i.e., community and public health.

Office Clerical—	Salary: \$11.80/hr.	Location: Various
<i>Parks</i>	<u>Wilcox:</u> Collect fees at gate, from Mini Golf and boat rentals; take reservations on weekends. <u>Bowdoin Park:</u> assist Parks Secretary in office with reservations, answer telephones and assist with customers.	
<i>Office for the Aging:</i>	Involves providing routine clerical support services including keyboarding, filing and data management; Senior Picnic program setup/take down, collect payment at picnics and surveys.	
<i>Department of Human Resources</i>	Involves providing routine clerical support services including keyboarding, filing and data management.	
<i>Public Works Admin</i>	Involves routine clerical support services including data entry, keyboarding, filing, and data management. May assist with inventory auditing, reconciliation projects and the contract preparation process. Experience with Excel preferred.	

Parks Education	Salary: \$11.80/hr	Location: Bowdoin Park
Assigned to Bowdoin Park to assist Park Naturalists with prepping for and running summer programs.		

Parks Maintenance	Salary: \$11.80/hr	Location: Varies
<u>Wilcox Park:</u> Clean bathrooms, empty trash, weed wacking and assisting Parks Maintenance staff with projects and duties. <u>Bowdoin Park:</u> Clean bathrooms, empty trash, weed wacking and assisting Parks Maintenance staff at Bowdoin, Dutchess Stadium, Quiet Cove and Dutchess Rail Trail.		

Planning –	Salary: \$12.55/hr.	Location: Poughkeepsie Area
Provides assistance in the program areas of Community Development and Housing, Planning (land use, demographics, related trends, etc.), GIS and transportation. <i>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.</i>		