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Community Services Seasonal Worker

JOB CODE	JOB FAMILY	PROFILE
JCV107	**Domestic Services**	**Community Services Seasonal Worker**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Hourly	**$15.55 - $20.01**	**April 10, 2026**

The Community Services Seasonal Worker will perform lunch service at designated lunch sites in accordance with federal rules and regulations. Carries out Federal program guidelines ensuring rules and regulations are being followed. Enforces rules of facility and ensure the safety of all participants. Assists with maintenance duties and setting up areas for program use. Performs and maintains written records as required.

Job Description

DUTIES AND RESPONSIBILITIES

- Responsible for providing and coordinating lunch service at assigned lunch site.
- Responsible for carrying out Federal program guidelines and ensuring rules and regulations are being followed.
- Enforces rules of facility and ensures the safety of the participants.
- Assists with maintenance duties and setting up areas for program use.
- Performs and maintains written records as required.
- *The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.

MINIMUM QUALIFICATIONS

- High School Diploma or GED
- Must be 16 years or older enrolled in school.

*Any equivalent combination of related education and/or experience may be considered for the above requirements.

SUPPLEMENTAL INFORMATION

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.
- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver's license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.

WORKING CONDITIONS

- Works with minimal direction and various groups.
- Work performed both indoors (10%) and outdoors (90%).
- Worker will be exposed to natural weather conditions when working outdoors.
- Duties will be performed on sand, gravel, asphalt, grass, wood floors and tile, all of which may be wet or dry.
- Work hazards are those normally encountered in the above stated working conditions.

EQUIPMENT, TOOLS, AND MATERIALS

- Food transport materials as used in performance of essential work duties.
- Materials used in performance of maintenance duties may include cleaning supplies, rubber gloves, and trash liners.

Additional Description

This job profile is classified as safety-sensitive. Employees with safety-sensitive job profiles are subject to pre-employment, reasonable suspicion, post-accident, return-to-duty, and random drug & alcohol testing in accordance with the organization's Drug and Alcohol Testing Policy.

Duties that require a Commercial Driver's License (CDL), firearm(s) use, or are otherwise regulated under the Federal Aviation Administration (FAA), Federal Motor Carrier Safety Administration (FMCSA), or the Omnibus Transportation Employee Testing Act, are subject to all applicable federal drug and alcohol testing

requirements. Employees in these federally regulated positions must comply with all DOT testing procedures, including enrollment in a DOT-compliant random testing pool.