

POSITION DESCRIPTION

Job Title: Park Maintenance Laborer
Department: Parks & Recreation
Date: November 17, 2021

Starting Hourly Wage: \$12.50/hr
FSLA: Part-Time, Non-Exempt

General Purpose

Performs a variety of semi-skilled and technical tasks in the maintenance and operation of buildings, grounds, open spaces, cemetery, parks, and recreation systems.

Supervision Received

Works under the general supervision of the Parks Foreman.

Essential Duties and Responsibilities

- Mows and maintain park and open space areas such as athletic fields, St. James Cemetery, St. James Park, Nelson Hart Park, and other park and recreation systems; mows weeds; cleans and maintains tennis courts and nets; maintains sprinkler systems and assists in the repair and installation of sprinkler lines and heads.
- Inspects, washes, and performs routine maintenance of park drinking fountains, restrooms, shelters, and other Parks & Recreation buildings.
- Sweeps, washes, paints, and repairs or replaces park tables.
- Performs semi-skilled interior building maintenance such as painting, plumbing, carpentry, and other unskilled and semi-skilled trades work.
- Performs routine maintenance on lawn and power equipment.
- Plants lawns, trees, shrubs, and flowers.
- Carries out the seeding, fertilizing, top dressing, soil conditioning, watering, and the pest and weed control of parks and open spaces.
- Maintains and adjusts specialized turf care equipment and tools.
- Maintains current skills and knowledge in the proper and safe techniques of building and grounds maintenance functions.
- Collects and disposes of solid waste from building and grounds; picks up litter from premises.
- Opens and closes, locks, and unlocks facilities as needed.
- Assists in setting up and taking down equipment for various park and recreation programs and prepares facilities for park and recreation program use.
- Installs and maintains goal posts and nets for sports facilities, including soccer, volleyball, baseball, softball, tennis, and basketball.
- Assists in the construction of new park facilities, including clearing, grading, drainage, and foundation work.
- Keeps records of work completed.
- Other duties as assigned.

JOB CONTEXT

There is no night or shift work associated with this position, and this person is not on call. 10% of the work associated with this position is indoors; 90% is outdoors and requires work done in all types of weather conditions.

There is occasional exposure to chemical and/or hazardous materials including pesticides, insecticides, herbicides, miticides, and fertilizers.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- a) Graduation from high school or GED equivalent.
- b) Experience in repair and maintenance work.
- c) Any equivalent combination of relevant education and experience.

Necessary Knowledge, Skills and Abilities:

- a. Working knowledge of equipment, materials and supplies used in building and grounds maintenance; Working knowledge of equipment and supplies used to do minor repairs; Working knowledge of first aid and applicable safety precautions.
- b. Skill in the operation of listed tools and equipment.
- c. Ability to work independently and to complete daily activities according to work schedule; Ability to lift heavy objects, walk and stand for long periods of time, and to perform strenuous physical labor under adverse field conditions; Ability to communicate orally and in writing; Ability to use equipment and tools properly and safely; Ability to understand, follow, and transmit written and oral instructions; Ability to establish effective working relationships with employees, supervisors, and the public.

SPECIAL REQUIREMENTS

State issued driver's license

Any type of immunization or medical test that may be required for this position must be adhered to.

TOOLS AND EQUIPMENT USED

Pickup truck; lawn and landscaping equipment, including tractors, mowers, chain saw, edgers, weed trimmers, electric motors, pumps, sprinklers, irrigation systems; miscellaneous hand and power tools for turf maintenance, carpentry, painting, plumbing, electrical, and cement finishing work; swimming pool equipment including chlorination system, pumps, valves, filtration devices, gauges, etc.; janitorial equipment including floor buffers, washers, vacuums, mops, brooms, and dusting equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, crawl, talk and hear.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee frequently works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is usually loud.