

Parks Maintenance Worker

This job description is intended to present a descriptive list of the range of duties performed by employee(s) in this municipality and is not intended to reflect all duties performed within the job.



SUPERVISOR: Park Supervisor

SUPERVISE: Oversees seasonal workers and contracted staff as assigned

SUMMARY DESCRIPTION

Under the supervision of the Park Supervisor, performs a variety of semi-skilled and skilled tasks in the maintenance, upkeep, repair and operation of city parks, trails, recreational facilities, and buildings. **This particular position will be the lead individual responsible for the Department's turf and horticultural management program.** Exercises independent judgment in decision making and prioritizes work.

EXAMPLES OF WORK PERFORMED

ESSENTIAL FUNCTIONS: *The following examples of work are illustrative only and are not intended to be all inclusive*

Works closely with Parks Supervisor and Parks and Recreation Director to develop and manage the department's turf and horticultural management program.

Performs specific turf management tasks such as watering, mowing, aerating, fertilizing, top dressing, trimming, edging, spraying and repair and management of irrigation sprinkler systems.

Performs horticultural activities such as planting, weeding, mulching, edging beds, trimming and pruning plants and trees. Applies pesticides, herbicides and other pest management treatments as necessary.

Prepares and maintains ballfields, athletic fields, sports courts, and activity areas for practices and games.

Opens and cleans park facilities and clears park grounds, structures and playing fields of debris and litter.

Inspects and repairs park structures and playground equipment.

Performs snow removal on park trails and at Library, City Hall, Civic Center, and Senior Center.

Assists with maintenance responsibilities at Aquatic Center, Civic Center, Senior Center, City Hall, and Library.

Performs preventative maintenance on heating, cooling, and ventilation systems; performs minor plumbing and electrical work; paints walls, ceilings and window trim; performs minor concrete work; rough carpentry; cleans floors and carpets.

Assists with the training and supervising of seasonal workers to assure maximum utilization of assigned skills, facilities and equipment.

Assures that tools and equipment are properly maintained and kept in proper working condition.

Maintains positive public relations with the general public, other employees and municipal officials; handles complaints and answers questions from the public.

Operates grounds maintenance equipment as well as a variety of hand and power tools.

Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Functions, characteristics, and proper care of tools, equipment and materials used in park maintenance.
- Principles and practices of park management, turf management, horticulture and landscaping.
- Occupational hazards and standard safety practices.
- The operation of motorized vehicles and power equipment, common hand and power tools, carpentry and electrical tools, mobile radio and cell phones, ladders and step stools.
- Principles and practice of maintenance and repair activities related to indoor and outdoor park facilities.
- Basic mathematical principles.
- Techniques and procedures in basic carpentry, metal, masonry, painting, mechanical and electrical work.

Ability to:

- Work with a variety of tools related to building and park maintenance.
- Perform moderately heavy manual work.
- Perform semi-skilled maintenance duties.
- Work independently in the absence of supervision.
- Clean and care for assigned areas and equipment.
- Communicate clearly and concisely, both orally and in writing.
- Understand and follow oral and written instructions.
- Establish and maintain effective working relationships with those contacted in the course of work.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein 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 job functions.

Environment: Work is performed in an outdoor park and indoor facility environments, with occasional travel from site to site; exposure to dust, grease, odors, cleaning agents, chemicals, mechanical and electrical hazards and all types of weather and temperature conditions; works and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; periodically works at heights.

Physical: Primary functions require sufficient physical ability and mobility to work in an indoor and outdoor environment; to walk, stand and sit; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, and grasp; to climb heights on ladders; to lift, carry push and/or pull moderate to heavy amounts of weight; to operate equipment and vehicles and to verbally communicate to exchange information; normal visual and hearing range.

EDUCATION AND EXPERIENCE

Any combination of education and experience that would likely provide the required knowledge and ability is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training: Graduation from high school or equivalent GED; one year of experience in parks, grounds, landscape management, horticulture, and/or building maintenance; or any equivalent combination of training and experience that provides the required skills, knowledge and abilities.

License/Certification: Must have or have the ability to obtain a valid Nebraska driver's license; must be able to respond from home to work within 20 minutes under normal weather conditions. Must be able to obtain CPR, AED and First Aid Certifications, and Pesticide Applicator License (non-commercial) within six months of employment.