

PARKS SEASONAL MAINTENANCE WORKER

Job Description

GENERAL STATEMENT OF DUTIES

The Parks Seasonal Maintenance Worker performs various, non-skilled manual labor tasks related to maintenance, repair, and construction of the park system, cemetery, swimming pool, city hall, and other duties as assigned by the Parks and Recreation Director. This position is designated as a temporary employee.

SUPERVISION RECEIVED

The Parks Seasonal Maintenance Worker works under the general supervision of the Parks and Recreation Director and direct supervision of the Sexton (Maintenance Tech III).

SUPERVISION EXERCISED

None.

EXAMPLES OF DUTIES

The following examples are meant to be illustrative only and are not intended to be all-inclusive:

- Mow, trim and edge turf areas
- Water lawns, trees, flowerbeds, and bushes
- Use hand tools to perform physical labor for extended periods of time including shovels, rakes, brooms, picks, saws, hammers, etc.
- Trim, plant, spray, and maintain urban forest
- Perform routine equipment maintenance, cleaning, lubrication, and minor repair work on all equipment uses
- Install and repair sprinkler and watering systems
- Fertilize, spray weeds, seed and lay sod on all turf areas
- Clean parks, cemetery, pool and city grounds of all debris, litter, rocks, and weeds
- Clean Park restrooms, including basins, stools, urinals, and deodorizes and sanitizes
- Maintain all work areas, tool shed, and tools in clean and safe condition
- Must be able to work weekends and holidays
- Perform all other duties as assigned and required

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS

- Ability to understand and follow oral and written instructions
- Ability to perform strenuous physical work for extended periods of time
- Ability to lift heavy equipment and materials
- Ability to perform tasks outdoors in a variety of weather conditions

- Ability to communicate clearly and concisely, keep records and make reports, both orally and in written form
- Ability to establish and maintain effective working relationships with other employees, city officials, and the general public, through written and oral communications
- Ability to supervise and train employees to perform a wide variety of tasks related to parks, grounds, maintenance, and construction work
- Possess skills in the use of a variety of hand tools
- Knowledge of operating power equipment i.e., mowers, weed eaters, edges, etc.
- Possess a working knowledge of park operations and maintenance
- Be safety and quality work conscious

DESIRABLE EDUCATION, TRAINING, AND EXPERIENCE

- Must be 16 years of age or older
- Must possess or be able to obtain within 10 days, a valid Missouri driver's license

ESSENTIAL FUNCTIONS

Sight, hearing, speech, frequent lateral mobility over various terrain, climbing, lifting items above head, stooping and bending, mentally analyze a situation, solve problems, and make decisions under pressure in area of responsibility; performs bending, squatting, sorting, kneeling, and reaching to ground level and overhead as required, lifting, carrying, stooping, superior strength with ability to push and pull 100 pounds and lift 50 pounds from the ground to 3 feet in height unassisted, changing of physical location, must be able to hold and grip objects, may be subject to sitting for long periods of time, possesses manual dexterity necessary to operate a computer keyboard, must be able to hold and operate hand tools. May work a varied schedule including some evenings and weekends; may be subject to pre-employment drug testing. Both indoors and outdoors working environment with exposure to dust and pollen, subject to a variety of weather conditions. May be exposed to extreme weather conditions, susceptible to mechanical hazards associated with light and heavy equipment as well as other safety hazards associated with working in and around high-volume traffic; may be exposed to constant or extreme noise and fumes/odors.

FLSA STATUS: Regular – Hourly DATE OF LAST REVISION: March 2, 2023.

Employee

Signature _____ Date _____