



## **Maintenance Worker – Parks**

### **SALARY RANGE**

\$15.00 – \$16.35 per hour  
\$1,200 – \$1,308 Biweekly  
\$2,600 – \$2,834 Monthly  
\$31,200 – \$34,008 Annually

### **FSLA:**

Non-Exempt

### **GENERAL SUMMARY:**

Under general supervision, perform maintenance and litter control for parks grounds; and perform specialized projects as assigned.

### **SUPERVISION:**

Under the general supervision of the Parks Crew Leader. Must show independence. It is essential to be self-motivated and have initiative to carry out job duties and responsibilities.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- All behaviors comply with the City's Personnel Policies and Procedure Manual. Adheres to the assigned work schedule.
- Provide litter control for park grounds, which include emptying 35-gallon trash cans.
- Drive to and from destinations as assigned by Supervisor.
- Operate a variety of trucks and vehicles in the performance of work.
- Assist in park inspections to ensure the safety of the public and park facilities; not possible safety hazards or causes of injury; perform general maintenance and repair to park facilities as required.
- Participate in debris removal following flooding and other forms of incremental weather.
- Keep buildings/work areas clean, orderly, and in a safe-working condition.
- Skillfully and safely operate hand tools and various power tools.

**OTHER DUTIES AND RESPONSIBILITIES:**

- Operate lawn mowers and weed eaters.
- Perform special projects as assigned.
- Maintain work, time and material records.
- Perform daily preventative maintenance on tools and equipment.
- Work indoors and outdoors in extreme temperatures including heat, cold, and inclement weather.
- Work with some exposure to insects, poison ivy, dust, fumes, loud noises, and mechanical hazards using proper safety precautions.
- Respond to emergency situations as required including hazardous and severe weather conditions; work on-call.
- Communicate and work effectively and courteously with the public and other City employees.
- Perform other duties as assigned.

**MINIMUM JOB REQUIREMENTS:**

**EDUCATION**

Requires a High School Diploma/GED

**EXPERIENCE**

Have some experience with hand tools and light equipment.

**LICENSES AND CERTIFICATES**

Must possess a valid driver's license.

A CDL license is preferred.

**COMPETENCIES:**

An employee's performance will be evaluated on seven competencies.

- Communication
- Quantity/Quality of Work
- Teamwork
- Initiative/Motivation
- Planning/Organizing
- Safety
- Dependability/Attendance

**KNOWLEDGE, SKILLS, AND ABILITIES:**

**Knowledge of:**

- Lawn mowers and weed eaters.
- Litter control for park grounds.
- Care and operation of a variety of power tools and equipment.

- Safe work practices.

**Skill in:**

- Performing park maintenance duties.

**Ability to:**

- Work on-call.
- Perform a variety of routine park maintenance duties.
- Operate a variety of power tools and equipment in a safe and effective manner.
- Maintain assigned park facilities.
- Understand and follow oral and written instructions.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Pass a medical physical examination, drug test, criminal history background check, social security verification number check, driver’s license check, and employment verification check.
- Meet City’s driving standards.

**WORK HOURS:**

- Normal work hours Monday thru Friday 7:00 a.m. – 4:00 p.m.
- Holidays and weekends as required by supervisor.
- On-call (after hours) as necessary.

**PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:**

Activity	Not at all	Rare	Occasional	Frequent	Continuous
Bend/Stoop				X	
Twist at waist				X	
Squat				X	
Crawl				X	
Climb				X	
Reach above Shoulder				X	
Crouch				X	
Kneel				X	
Balance				X	
Push/Pull				X	
Work outside in all conditions					X
Work in confined spaces			X		
Work at heights ≥ 3 feet				X	
Operate machinery				X	

Indicate frequency (N = Never, R = Rare, O = Occasional, F = Frequent, C = Continuous)

Lifting Activity	1-10 lbs.	11-24 lbs.	25-50 lbs.	51-100 lbs.	101+ lbs.
Floor – Waist	F	F	F	F	O
Waist – Overhead	F	F	F	F	O

Carry	F	F	F	F	O
Push/Pull	F	F	F	F	O

Hearing acuity:	N/A	__	Average	X	Low	__
Visual acuity:	N/A	__	Average	X	Low	__
Manual dexterity	N/A	__	Average	X	Low	__

<b>Percent of time spent:</b>	
Standing	10%
Sitting	10%
Walking	80%

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_