

TOWN OF TRUMBULL  
ASSISTANT SUPERINTENDENT OF PARKS  
PARK DEPARTMENT

GENERAL STATEMENT OF DUTIES:

1. Directs, instructs and guides work crews in the performance of skilled and unskilled tasks in the maintenance, repair and construction of bathing pools, bathhouses, recreation areas and facilities, playgrounds, athletic fields and parking areas.
2. As a working supervisor, directs the operation of equipment such as, but not limited to, trucks, backhoes, payloaders, bulldozers, chain saws, tractors, mowers, snow plows, leaf blowers, and weed trimmers.
3. Assists in planning, scheduling, assigning and reviewing the work of Park Department employees.
4. May perform tasks of lower classified employees as necessary.
5. Works in all types of weather.
6. Prepares written reports, as directed.
7. Does related work as assigned in Public Works Department.
8. May act as the Superintendent of Parks in his/her absence.
9. Participates in the established grievance procedures, recommends effective personnel actions and maintains harmonious relations with employees and the public.
10. Ensures proper use and maintenance of all equipment by workers.
11. Instructs and guides personnel in the proper methods and procedures to follow in performing their assigned tasks.
12. Willing to learn and apply appropriate technology for the position.
13. Observing and enforcing all OSHA safety requirements
14. Performs miscellaneous related duties as required.

SUPERVISION RECEIVED:

Works under the direction of the Superintendent of Parks, or other authorized supervisor.

SUPERVISION EXERCISED:

As designated supervisor, will supervise any or all of maintenance staff of the Park Department.

MINIMUM QUALIFICATIONS, KNOWLEDGE, SKILL AND ABILITY:

1. Considerable knowledge of horticulture and turf management, landscaping, and maintenance.
2. Considerable knowledge of fertilizers and pesticides and their application rates and techniques.
3. Ability to operate trucks, tractors, mowers and equipment common to Park Department maintenance.
4. Ability to supervise the application of the necessary manual skills and the operation of mechanical equipment required in the assigned operations, particularly swimming pools.
5. Considerable ability to establish and maintain effective working relations with fellow workers and the general public.
6. Ability to follow oral and written instructions.
7. Working knowledge in building maintenance and repair procedures and practices including carpentry, plumbing, electrical, and related areas.
8. Working knowledge of equipment, tools, materials and procedures used in building maintenance, building operations systems and building renovation and construction.

EXPERIENCE AND TRAINING:

1. High school graduation.
2. Four (4) years of employment in the operation and maintenance of a public park system or similar landscape maintenance environment, including two (2) years in a supervisor capacity.
3. Must hold a Connecticut Commercial Driver's License Class B (CDL-B)
4. Shall be capable of obtaining a Commercial Applicator's License.