

TITLE: SEASONAL RECREATION MAINTENANCE

GENERAL DESCRIPTION

This is a responsible recreation facilities maintenance work at the standard performance level involving tasks in assisting in maintenance and repair of athletic fields, playgrounds and Recreation Department buildings and structures.

Work involves responsibility for operation specific maintenance machinery and equipment. Duties include planting and maintaining trees, shrubs, flowers and swimming facilities. This work requires that the employee has good knowledge, skill and ability in parks and facilities maintenance.

Closes On: Open until filled
Details: Seasonal / \$11.00 - \$12.00 per hour
Charge Acct: 01032-80013

SUPERVISION RECEIVED

Works under the direction of the Facilities Maintenance Supervisor and Facilities Maintenance I and II

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Performs work in a safe manner and observes all safety procedures. Operates Recreation Department maintenance equipment and machinery such as push mowers, leaf blowers, weed wacker, paint machine, hedge trimmer and various power tools.
- Assists maintenance staff with measuring and painting lines for football, soccer and baseball fields and tennis courts.
- Assists maintenance staff with adding, replacing and leveling clay on baseball field and tennis courts
- Assists maintenance staff with setting up and taking down tennis courts.
- Assists maintenance staff with upkeep of playground and athletic fields, fertilizes and seeds fields, waters lawns and plants and maintains trees and shrubs. Removes leaves, snow and garbage from the different facilities and Recreation properties
- Notifies maintenance staff of any dangers and damages to Recreation facilities.
- Assists maintenance staff with general cleaning and maintenance of Recreation Department building.
- Cleans gutters and sweeps sidewalks
- Cleans and maintains fields and facilities
- Shovels, piles, loads, unloads and spreads concrete, sand, stone, debris, snow, and ice
- Washes cars and trucks
- Sweeps garage, shop, or public buildings
- Handles trash and refuse
- Weeds, rakes, spades and helps lay out gardens, lawns, courts and fields

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KNOWLEDGE, SKILLS AND ABILITIES

Good knowledge of the tools, equipment and methods of park, grounds, facilities and equipment maintenance

Good knowledge of the work standards and safety procedures in park maintenance

Considerable skill in the use of the hand tools and power equipment in park maintenance

Considerable ability to follow oral and written instructions and to learn city procedures

Considerable ability to establish and maintain effective working relationships with coworkers

QUALIFICATIONS

A high school diploma plus two years of experience in parks maintenance work, including equipment operation and the use of hand tools, or any combination of education and experience which provides a demonstrated ability to perform the duties of position. Must be 17.5 years or old.

TOOLS AND EQUIPMENT USED

Power hand tools, paint machine, weed wacker, lead blower and hedge trimmer

PHYSICAL AND MENTAL 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 use hands to handle, feel or operate objects, tools or controls and reach with hands and arms. The employee frequently is required to stand, talk and listen. The employee is occasionally required to walk, sit, climb, balance, stoop, kneel, crouch, crawl or smell. The employee must frequently lift and/or move up to 50 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. Must be able to read and comprehend basic instructions and write routine reports. The position requires the ability to effectively present information in one-on-one and small group situations and to apply common sense in dealing with standardized situations involving several concrete variables.

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 occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions and vibration. The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is moderately loud in field settings.

GENERAL GUIDELINES

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.