

Parks & Recreation Maintenance - Seasonal

Department: Parks & Recreation Classification: Seasonal

FLSA Designation: Non-exempt

Salary Range: \$9.00/hour

REPORTING RELATIONSHIPS

Position Reports to: Public Works Director

Positions Supervised: None

DISTINGUISHING FEATURES OF THE POSITION

The Seasonal Parks & Recreation Maintenance worker serves at the pleasure of the Parks and Recreation Director under the general supervision of the Mayor. The Seasonal Parks & Recreation Maintenance Worker is responsible for performing a variety of unskilled or semi-skilled maintenance work, operating a variety of equipment in the construction, operation, repair and maintenance of City park facilities, sprinklers, grounds and facility maintenance.

FUNCTIONS & DUTIES

As Parks & Recreation Maintenance Worker, this position will be responsible to:

- Inspect, maintain and/or repair sprinkling systems.
- Performs general landscape and gardening duties.
- Inspect, clean, maintain & repair city facilities on a daily basis, including restrooms, pavilions, playgrounds, picnic tables, benches, bleachers, ball fields, etc.
- Perform required labor involved in construction, reconstruction and maintenance projects, including pavement repair and digging.
- Operate a variety of types of small and light equipment such as mowers, sod cutters, chain saws, pruning equipment, backhoe, loaders, trenchers, aeration tractor, and various hand tools.
- Inspect and remove garbage and debris from parks, park facilities, arena and the grounds around City Office and Fire Department.
- Mow and trim lawns to facilitate park schedules.
- Maintain & trim trees, plants and shrubbery and eliminate weeds around city facilities.
- Perform field preparation for youth recreation activities.
- Coordinate the placement of garbage cans according to park schedules and prepare containers for weekly pickup.
- Assist as needed with City celebrations.
- Maintain a variety of records relating to inspections, maintenance activities, etc.
- Determine the locations of utility lines prior to excavation.

Plain City Corporation

- Drive trucks and various sizes and weights, and operates a variety of powered construction and maintenance equipment.
- Perform various seasonal duties such as snow removal; water line winterization, etc.
- Communicate with co-workers, citizens, and others in a courteous and professional manner.
- Attend training if deemed necessary.
- Other duties as assigned.

QUALIFICATIONS

EDUCATION / EXPERIENCE / CERTIFICATION:

- Sufficient education and experience to demonstrate an aptitude or ability to perform above related duties.
- Valid Utah Driver License

REQUIRED KNOWLEDGE:

- The use of maintenance equipment such as backhoe, loader, dump truck, mowers, tractor, aerators, trimmers, etc.
- The hazards of such work and the safety precautions necessary to minimize them.
- Knowledge of semi-skilled functions related to building maintenance.
- Knowledge of sprinkler repair, maintenance and installation.
- Knowledge of park maintenance including care for plants and vegetation.
- Knowledge of chemical application for abatement of weeds and insects.

SKILLS / ABILITIES:

- Ability to work in all types of weather for a prolonged period of time.
- Ability to understand and effectively carry out written and oral instructions and to complete and maintain accurate written reports.
- Ability to establish and maintain effective working relationships with general public and other employees.
- Ability to analyze problems, identify alternative solutions, project consequences of proposed actions, and recommend solutions.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to make decisions and interpret duties or daily operations within a functional area.
- Ability to lift heavy objects that generally require assistance.
- Ability to lift, stand, bend, walk, crawl or climb.
- Must be able to pass a pre-employment drug screening test.
- Must be able to pass a background check.

WORKING CONDITIONS:

- Regularly works in hazardous or potentially hazardous conditions with heavy equipment that is sensitive to over-handling.
- Regularly works outdoors, sometimes in extreme weather.