



JOB TITLE: Maintenance Worker
DEPARTMENT: Parks Commission
REPORTS TO: Maintenance Director

DATE: 3/23/2017
CLASS: Full Time
FLSA: Non-Exempt

POSITION SUMMARY:

This position is responsible for assisting with the landscape, janitorial, and maintenance of all Park facilities.

ESSENTIAL DUTIES AND REPSONSIBILITIES:

- Responsible for the cleanliness and orderliness of park grounds and structures, repair as needed.
- Apply herbicide, pesticide, and fertilizer chemicals to all parks and ball fields.
- Inspect and maintain playground equipment and fencing for safety hazards, repair as needed.
- Umpire league games as needed.
- Perform groundskeeping duties such as mowing, weed control, and maintain all groundskeeping/maintenance equipment.
- Participate in proactive team efforts to achieve departmental and City government goals.
- Provide leadership to others through example and sharing of knowledge/skill.
- Perform other duties as assigned.

SUPERVISORY RESPONSIBILITIES: None

EDUCATION:

High School diploma or general education degree (GED) is required; one (1) year certificate from an accredited college or technical school is preferred, but not required. (Other experiences may be considered.)

EXPERIENCE:

- Experience operating and maintaining mowers and other landscaping equipment.
- Working knowledge of methods and techniques for park care and operations.
- Knowledge of methods of landscaping.
- Must possess a valid Mississippi driver's license with five (5) years of driver's record shall reflect no charges that would adversely affect insurability under the city carrier's policy.
- Excellent written and oral communication skills.

TECHNICAL SKILLS:

- Operates and performs minor maintenance on mowers, or other light mechanical equipment.
- Use hand tools, power tools, and electronic equipment.
- Ability to mix and apply chemicals according to specifications.
- Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
- Determining the kind of tools and equipment needed to do a job.

PHYSICAL AND ENVIRONMENTAL 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. While performing the duties of this job, the employee is occasionally required to reach with arms, climb, balance, stoop, kneel, crouch, crawl, taste and smell, and lift/move items up to 50 pounds. The employee will be frequently required to sit, speak, listen, and lift/move objects up to 25 pounds. The employee is regularly required to stand, walk, see or view, and use hands to finger, handle, and feel. The use of corrective lens to aid the employee is acceptable.

This position requires you to work indoors and outdoors in all weather conditions.

TRAVEL: This position requires you to travel approximately 10% of the time.

Disclaimer: The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.

Employee Name (printed): _____

Employee Signature: _____ Date: _____

Received to Human Resources by: _____ Date: _____