

PARK MAINTENANCE WORKER I

City of Hesston

Park Department

POSITION SUMMARY

Under the supervision of the Park Superintendent, the Park Maintenance Worker I is a non-exempt position under FLSA. This employee is responsible for the maintenance and repair activities of the parks and cemetery. The employee in this position performs skilled and semi-skilled work in the repair and maintenance city parks, shelter houses, and cemetery grounds. This employee should possess a strong mechanical aptitude, and effective communication and public relation skills.

ESSENTIAL FUNCTIONS

- Responsible for the maintenance and repair of the buildings and grounds at city parks;
- Responsible for improvements, maintenance and repair of playground equipment;
- Performs horticultural maintenance and improvements;
- Performs mowing, tree trimming, building maintenance and trash removal at city parks, shelter houses and open areas;
- Prepares ball fields and other organized play areas for program use;
- Maintains and repairs equipment;
- Hauls rock, sand and dirt;
- Follows department safety policies and procedures;
- Cleans and prepares shelters for rental;
- Performs horticultural maintenance and improvements;
- Responds to citizen requests;
- May work independently;
- Maintains cemetery grounds.

MARGINAL FUNCTIONS

- Assists other departments as the need arises;
- Assists with snow removal;
- Performs other duties as deemed necessary or assigned.
- Part of weekend duty rotation.

Classification Quick View

FLSA: _____ NON-EXEMPT

ADA: _____ APPLICABLE

FMLA: _____ ELIGIBLE

OSHA:

WORKING CONDITIONS:
ADVERSE WEATHER
MANUAL LABOR
HAZARDOUS CHEMICALS

***POSITION REQUIREMENTS
PARKS MAINTENANCE WORKER I***

Experience: Six months to twelve months related experience and/or Associate degree A.A., or equivalent combination of education and experience. The employee in this position is expected to have acquired the necessary information and skills to perform the job reasonably well within six months of employment.

Education: A high school diploma or GED is required. The employee in this position must possess a valid Kansas Driver's License.

Technical Skills: A working knowledge of automotive and machinery maintenance and repair, general building repair and construction is required. This employee must be able to operate tractors, mowers, chain saws, hand tools, and other department equipment. The ability to understand and anticipate problems, to follow department policies, and to interpret written instructions is required. This employee should possess a strong mechanical aptitude, and effective public relation, and oral and written communication skills.

Problem Solving: Limited problem solving is involved in this position. This employee encounters problems with citizen concerns and questions regarding city parks.

Decision Making: Limited decision making is involved in this position. This employee makes decisions about providing citizen assistance and performing daily duties in the safest and most efficient manner.

Supervision: This position is subject to frequent supervision from the Park Superintendent, and exercises occasional supervision over subordinate personnel.

Financial Accountability: This employee is responsible for department resources, and does not participate in the annual budget process.

Personal Relations: Daily contact with the general public, co-workers, subordinate personnel, and supervisory personnel is expected.

Working Conditions: Some adverse working conditions exist within this position. Exposure to hazardous chemicals, heavy machinery, excessive noise, working in confined areas, heights and adverse weather is expected.

Physical Requirements: Manual labor including lifting and carrying heavy objects, bending, kneeling, climbing, and the ability to operate department equipment is required daily in this position.

Determined Work Level:

Level 4	Heavy Work	Exerting 50 to 100 pounds of force occasionally, and/or 25 to 50 pounds of force frequently, and/or 10 to 20 pounds of force constantly.
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The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to successfully perform the job.
