



POSITION DESCRIPTION
PARK MAINTENANCE WORKER

PURPOSE, SCOPE AND WORKING RELATIONSHIPS:

Under general supervision of the Street and Park Foreman, performs a variety of tasks involving maintenance, repair, installation and construction of park and recreation grounds, facilities and equipment.

Reports to: Street and Park Foreman

Supervision: None

FLSA Status: Non-Exempt

DUTIES AND RESPONSIBILITIES:

- Maintains and repairs City parks and recreation areas along with other City owned facilities including mowing, snow plowing and removal, fencing, fertilizing, weed control, sprinkler systems, painting, etc.
- Maintains, repairs and inspects park and playground equipment including tennis nets, lights, hockey rinks, skating areas, ball fields, docks, trails, etc.
- General interior maintenance including mopping and sweeping floors; cleaning rugs, walls and furniture; emptying garbage, picking up litter, maintains and disinfect restrooms.
- Performs daily routine vehicle maintenance; assures that work or assignment areas are clean and equipment, tools, supplies, etc., are properly stored before leaving areas.
- Support and participate in programs and initiatives related to employee health and wellness.
- Establishes and maintains effective working relationships with fellow employees, supervisors, contractors and the general public.
- Available for emergency call-in as needed.
- Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of the principle practices in landscaping, gardening, general horticulture and pesticide and herbicide use and applications.
- Knowledge of principle operations and servicing of park and recreation equipment, sprinkler systems and light equipment, including adaptations and specialized uses.
- Knowledge of park, street and utility maintenance practices.
- Knowledge of plumbing, carpentry, roofing and welding methods.
- Knowledge of the care and use of hand and power tools.
- Knowledge of traffic laws, ordinances and regulations involved in equipment operations.
- Knowledge of the occupational hazards and safety precautions necessary in the use of equipment operations.
- Ability to perform a variety of maintenance, repair and construction assignments, in public parks, playgrounds and other public property including streets and utility
- Ability to work in a variety of weather conditions, and to be mobile in a variety of work environments, including climbing ladders and ramps, steps; entry of confined spaces; and

possess sufficient physical strength and agility to perform regular lifting and moving of heavy materials and equipment; reach overhead and to bend down to operate valves, levers and hand wheels; shovel materials; and operative high pressure hoses.

- Ability to do manual work in a wide range of working conditions, especially outside during the inclement weather, (i.e. flooding ice rinks, snow removal, mowing, etc.).
- Ability to read, write, speak and understand English effectively.
- Ability to communicate effectively, both orally and in writing.
- Ability to assess and prioritize multiple projects and work within deadlines to complete projects and assignments.
- Ability to work without close supervision.

MINIMUM REQUIREMENTS:

- High school diploma or equivalent.
- Must be eighteen (18) years of age or older.
- Knowledge, skills or experience in landscaping, general horticulture, pesticides and herbicides.
- Ability to obtain a Class A Minnesota driver's license with health card with six [6] months of being hired.
- Ability to work outside during inclement weather.
- Ability to obtain a pesticide applicators license within six [6] months of being hired.
- Must satisfactory pass a criminal background check, agility test, medical examination, and drug/alcohol testing.

PREFERABLE QUALIFICATIONS:

- Knowledge of the types and uses of tools, supplies, equipment, procedures and techniques used in the maintenance, repair and construction of park and recreational equipment and facilities.
- Is a certified arborist municipal specialist or has an Associate's Degree in Urban Forestry.
- Knowledge and ability to perform basic carpentry, plumbing, masonry, sprinkler system and electrical work.

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.

**CITY OF LITTLE FALLS
JOB FACTORS**

POSITION: ***Park Maintenance Worker***

<u>PHYSICAL FACTORS</u>	<u>COD E</u>	<u>Respon. #</u>	<u>ENVIRONMENTAL FACTORS</u>	<u>COD E</u>	<u>Respon. #</u>
Standing Stationary	V	1 - 5	Work Alone	F	1 - 5
Moving About	C	"	Work With Others	F	"
Sitting	O	"	Work Around Others	F	"
<i>Physical Strengths & Demands</i>			Public Contact	F	"
<u>Lifting, Push & Pull While Stationary</u>			Shift Work	V	"
Sedentary, up to 10 lbs.	F	"	Extended Day	O	"
Light Work, 11 to 20 lbs.	O	"	Inside	F	"
Medium Work, 21 to 50 lbs.	V	"	Outside	F	"
Heavy Work, 51 to 100 lbs.	V	"	Confined Area	O	"
Very Heavy, over 101 lbs.			Extreme Hot	O	"
<u>Carrying, Push & Pull While Moving</u>			Extreme Cold	O	"
Sedentary, up to 10 lbs.	C	"	Wet and/or Humid	O	"
Light Work, 11 to 20 lbs.	C	"	Noise	O	"
Medium Work, 21 to 50 lbs.	F	"	Vibration	O	"
Heavy Work, 51 to 100 lbs.	F	"	Mechanical Equipment	C	"
Very Heavy, over 101 lbs.	V	"	Electrical Equipment	O	"
Climbing	F	"	Pressurized Equipment	F	"
Balancing	F	"	Burning Material/Equipment	V	"
Stooping	F	"	Explosive Material Equipment	V	"
Kneeling	F	"	Radiant Energy	V	"
Crouching	O	"	Moving Objects	C	"
Crawling	O	"	High Places	O	"
Reaching	F	"	Fumes/Odors	C	"
Twisting-Sitting	F	"	Dirt/Dust	C	"
Twisting-Standing	F	"	Gases	F	"
Handling	F	"	Poor Ventilation	C	"
Fingering	F	"	Other (specify)		
Feeling	C	"	Other (specify)		
Talking	F	"			
Hearing	C	"			
Seeing-Near Vision	C	"			
Seeing-Far Vision	C	"			
Seeing-Depth Perception	C	"			
Seeing-Accommodation	C	"			
Seeing-Color Vision	C	"	Key Codes: Blank = Not Present V = Very Infrequent, 1-2 times/week Occasional, Up to 1/3 of time a week F = Frequent, 1/3 to 2/3 of time C = Constant, More than 2/3 of time Respon. = Responsibilities		
Smelling	C	"			
Walking	C	"			
Reading	F	"			
Driving	F	"			
Other (specify)					
Other (specify)					