

City of Cokato Job Description

<u>Position Title:</u>	Park Maintenance Worker
<u>Department:</u>	Parks
<u>Status:</u>	Hourly, non-exempt, part-time, seasonal
<u>Reports To:</u>	Public Works Director

Summary

Perform a variety of duties related to the proper maintenance and safety of park facilities, equipment, and grounds. The Park Maintenance Worker is expected to perform assigned duties under the general supervision of the Public Works Director.

Essential Duties and Responsibilities

- Perform general parks and playground maintenance, including mowing, trimming, weed removal, tree planting, sodding, ball field grooming, placing wood chips and garbage removal in parks, along trails, or other public areas.
- Perform general gardening tasks, including planting, pruning, watering, and weeding of public monument and garden areas. Apply proper fertilizer and plant care products.
- Inspect playground areas and equipment for required maintenance.
- Assist in the construction and repair of park equipment and facilities, as directed.
- Maintain active play areas, including ball fields, tennis courts, skating rinks, horseshoe pits and playgrounds.
- Interact with community members in a professional, courteous, and helpful manner.
- Operate equipment in a safe manner to avoid injuries and protect equipment from damage.
- Work cooperatively with supervisors and co-workers.
- Actively communicate equipment or other needs to supervisor.
- Attend all training and staff meetings as scheduled.
- Complete accident reports or other reports as directed by supervisor.
- Other related duties as assigned.

Education and/or Experience

- 18 years of age or older.
- Ability to work independently.
- Ability to operate a wide range of equipment, including: lawn mower, weed whip, sweeper, or other parks equipment.
- Ability to pass random drug/alcohol tests.
- Valid driver's license.

- Customer Service Skills.
- Previous parks or gardening experience preferred.

Qualifications

To perform this job successfully, an individual must be able to perform each of the essential duties satisfactorily. In addition, punctuality and attendance are critical. The individual is expected to be available as scheduled, or work with the supervisor in advance of any unplanned absence to ensure that all shifts are covered. Work hours generally conform to a standard work-week, but may occasionally require after-hours or weekend support at certain times.

Physical 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 regularly required to use hands to finger, handle, or feel objects, tools, or controls and talk or hear. The employee frequently is required to stand; walk; sit; stoop, kneel, crouch, or crawl; and taste or smell. The employee is occasionally required to climb or balance.

The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and depth perception.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The work is typically performed in an outside, non-temperature controlled environment. The employee frequently works in outside weather conditions and is occasionally exposed to extreme heat, wet and/or humid conditions.

The noise level in the work environment is usually moderate.

Reasonable Accommodations

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.