

JOB DESCRIPTION

JOB TITLE: Seasonal Parks Maintenance Worker

DEPARTMENT: Parks and Recreation

REPORTS TO: Parks Maintenance Foreperson

FLSA CLASSIFICATION: Non-Exempt

WORK SCHEDULE: Must be able to work varied shifts including weekdays, weekends and holidays.

PRINCIPAL PURPOSE OF JOB: To assist the full-time maintenance staff in performing the regular and recurring park maintenance, using any of the equipment authorized.

LEVEL OF AUTHORITY: Receives close to moderate supervision. Expected to perform routine assignments as employee gains experience.

WORK ENVIRONMENT: Work is primarily performed outdoors in all kinds of weather conditions. Work performed in this job may place the employee at risk of occupational exposure to blood borne pathogens. Hepatitis B vaccinations will be offered.

ESSENTIAL JOB FUNCTIONS:

1. Proficiently operate all assigned equipment and vehicles.
2. Some tasks related to ballfield maintenance and game preparation.
3. Some tasks related to the care of all parks grounds, emphasizing use of a gas-powered weed-eater.
4. Some tasks related to the care of forestlands and trail maintenance.
5. Perform work in accordance with sound safety practices.
6. Some tasks related to the park's daily garbage route and restroom cleaning. This includes dumping all cans in parks and other designated areas
7. Work in a cemetery around headstones, graves, and funeral services.
8. Respond to public inquiries in a courteous manner within scope of knowledge and authority; refer to the Parks Maintenance Foreman as appropriate.
9. Pull weeds, shovel dirt, mow grass, trim sidewalks, and perform other related duties.

QUALIFICATIONS:

1. Must be at least 18 years old or older with a minimum of one year driving experience.
2. Must possess a valid Washington State Drivers License and driving record acceptable to the City's insurance carrier.

3. Be able to follow verbal and written instructions.
4. Must be able to deal with staff and the public in a professional and courteous manner.
5. Must use a variety of hand and power tools and equipment, such as shovels, picks, push and riding mowers, weedeater, and light trucks.
6. Must either have attained or be working toward a high school diploma, GED or equivalent.
7. Must be able to obtain a first-aid/CPR and Blood Borne Pathogen Card.
8. Must follow departmental policies, rules, and regulations including safety procedures.
9. Perform work in accordance with sound safety practices.

PHYSICAL:

The physical strength and ability to perform moderate to heavy manual labor, including frequent bending, walking, and lifting (up to 50 lbs.) for extended periods under dirty and uncomfortable conditions and in all types of weather.

OTHER:

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility; but should not be considered an all-inclusive listing of work requirements. Individual may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or is a logical assignment to the position. Individuals may perform other duties as assigned.

1. As an absolute condition of employment, employees are required upon hire to sign a drug-free workplace agreement and an agreement not to use tobacco products in any form while on the job.
2. The statements contained in this job description reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.
3. Following an offer of employment, and prior to starting work, individuals may be required to have a pre-employment physical examination by a physician designated by the City of Anacortes. The City will pay for the examination. Satisfactory clearance to perform essential job functions will be required for employment.

Are you able to perform the essential functions of this job, including attendance, with or with accommodation?

Yes _____

No _____

If testing is required, will accommodation be necessary?

Yes _____

No _____

Signature

Date