

Title: **Parks Maintenance Worker – Part Time**

Department: Parks and Recreation

Reports To: Parks Superintendent

FLSA Status: Non-exempt



Position Summary:

Under supervision of the Parks Superintendent, the employee performs various routine and repetitive tasks related to Parks, City right-of ways, and public grounds. The intent of the position description is to provide a representative summary of the major duties and responsibilities performed. The position may be required to perform position-related tasks other than those specifically listed in this description.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by incumbent(s) in this position. Incumbent(s) may be required to perform position-related tasks other than those specifically listed in this description.

Essential Functions:

The following duties are typical for this position. These are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to demonstrate competence and satisfactory performance of these duties. Other duties may be required and assigned.

- Maintain, install, repair, and replace landscaping and turf in City Parks, rights-of-way, roadway medians, and at other municipal facilities.
- Field work including mowing, line trimming, hedge trimming, trash collection in public areas as well as assisting public works Department in all areas if needed.
- Assist with the application of fertilizer, herbicide, and pesticide with proper credentials to apply.
- Maintain athletic fields, mark competition boundaries and lines on sports fields.
- Paint, repair, and maintain park equipment, furniture, facilities, and playground components.
- Install and maintain signs, water lines, sewer lines, plumbing fixtures, irrigation systems, electrical fixtures, lights, plugs, and other park or municipal infrastructure.
- Clean and sanitize work sites, restrooms, and other park or public facilities.
- Inspect, clean, and maintain equipment and tools in safe operating condition.
- Ensure the safe operating conditions of the work site, traffic hazards, equipment operation, required barricades, road, and site areas.
- Perform routine inspections of assigned areas; identify and make necessary repairs and correct hazardous conditions.
- Complete service/ work orders and log completed daily maintenance.
- Work on-call as assigned and aid to other City Departments as assigned. Assist with setup, teardown, and cleanup for special events and meetings.
- Performs other related duties as assigned.
- Perform labor intensive work and other related duties as assigned.
- Performs all related duties and functions as delegated, assigned, or required.

Knowledge, Skills, and Abilities:

Knowledge of:

- Federal, state, and local rules and regulations related to water treatment operations.
- The operation and general maintenance of equipment commonly found in the Parks Department.
- Knowledge of the City's policies and procedures.

Ability to:

- Must be able to follow oral and written instructions.
- Fill out and completes paperwork, forms, and works orders for assigned jobs.

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- Assist in the setup, operation, and maintenance of a variety of safety-related equipment according to the city and state safety procedures.
- Work safely near moving mechanical parts.
- Work in outdoor weather conditions and in a loud environment.
- Lift and carry a minimum of 60 lbs. without assistance.
- Establish and maintain effective and harmonious working relationships with co-workers, supervisors, management, regulatory officials, and the public.
- Perform other related duties as assigned.
- Pass a background, drug, and physical exam.
- Ability to be punctual and maintain consistent attendance.

Physical and Work Environment:

The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions or as otherwise required by law. Employees needing reasonable accommodation should discuss the request with the employee's supervisor.

- This work requires the occasional exertion of up to 50 pounds of force; requires strenuous manual labor including, but not limited to digging, shoveling, sweeping, raking, hauling, crawling, bending, lifting, pushing, pulling, twisting, and climbing.
- Work performed may require walking or standing to a significant degree on rough terrain or may involve sitting for long periods with pushing and pulling of arm and/or leg controls.
- Work may be performed above or below ground, to include confined spaces.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- May be subject to hazardous chemicals/pesticides.
- Frequently works near moving mechanical parts and is frequently exposed to cold, wet and/or humid conditions, and live animals, noise, vibrations, airborne materials. Varying indoor and outdoor environments including extreme weather scenarios including heat, cold, and precipitation.

Minimum Required Qualifications:

- High school Diploma/equivalent or working to obtain required.
- Preferably some knowledge of using standard landscape equipment.
- Preferably possess and maintain a valid driver's license issued by the State of Texas.

General Information:

The Parks Maintenance Worker is a part time nonexempt position, open until filled.

Hours: at will.

Starting salary \$15.00/hour.

Candidates MUST successfully complete an extensive background check (including credit/criminal history), drug screening and pre-employment physical. All candidates MUST SUBMIT AN APPLICATION, resume, salary history, and three professional references to be considered to: City of Van Alstyne, Attn: Human Resources, P.O. Box 247, Van Alstyne, Texas 75495-0247.

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