

**CITY OF ALVA
JOB DESCRIPTION**

TITLE:	Parks Maintenance
DEPARTMENT:	Public Works
REPORTS TO:	City Business Manager
FLSA STATUS:	Non-Exempt
GRADE:	5
SALARY:	\$22,740.99 to \$31,478.84

NATURE OF WORK

This is a non-exempt position performing manual to semi-skilled work in the City Parks. From time to time, when requested, the employee is expected to assist other departments doing similar type work requiring similar skills. Employee is expected to complete all work in a timely manner as requested.

ESSENTIAL JOB FUNCTIONS

1. Operate mowing equipment including power mowers and trimmers.
2. Manually picks up debris or trash around streets, signs, parks, and roadways.
3. Plants vegetation, safely applies fertilizers and herbicides when necessary, maintains trees, shrubbery and lawns. May be required to operate loaders, chippers, tractors and backhoes as well as other equipment to safely facilitate maintenance of trees, shrubbery and lawns.
4. Maintains watering systems to include monitoring, installing and repairing water systems in all city parks.
5. Maintain and repair fences, park tables, benches, walks, playground equipment and buildings.
6. Manually rakes leaves and cleans walks, fields, courts or other facilities
7. Maintains and cleans buildings and facilities such as facility restrooms, to include replacement of blubs, repair or replace windows, and concrete work.
8. Cleans surfaces and applies paint where applicable.
9. Other duties as assigned.

EDUCATION, TRAINING, AND EXPERIENCE REQUIRED

Requires high school diploma or GED. Must be mechanically inclined and able to accomplish hand labor by operation of simple machines. Must be willing to perform manual labor and assist other types of skilled labors. 1 year of similar type work experience required.

SUPERVISORY RESPONSIBILITY

None

SPECIAL CERTIFICATES, REGISTRATIONS, LICENSES REQUIRED

Must possess necessary driver's license and possess a driving record acceptable to the City's insurance carrier.

KNOWLEDGE, SKILLS AND ABILITIES

Ability to climb trees.

Skilled in working safely with mechanical and landscape hand and power tools

Work with motorized equipment in and out doors.

Skilled in following verbal and written instructions.

Skilled in foot/hand/eye coordination.

Uses power tools, manual tools such as shovels, rakes, hoes, etc. to spread rock or dirt to prepare ro repair surfaces.

Skilled in repair and preventive maintenance of equipment and tools

Knowledge of safety procedures.

PHYSICAL/MENTAL REQUIREMENTS

Performs manual labor for extended periods under unfavorable weather conditions and capable of lifting objects of up to 100 pounds at frequent intervals.

ENVIRONMENTAL CONDITIONS AND SAFETY CONCERNS

Must be able to work for long periods of time, requiring sustained physical activity.

Must be able to spend extensive time outdoors exposed to the elements.

Must be able to work in wet, icy, or muddy areas.

Must be able to lift varying weights and carry said weights, without stopping, for various distances.

May be required to work weekends, holidays, and overtime as needed.