



## Job Description

### **Position Title:**

Park Worker  
FLSA Status: Non-Exempt  
Part-Time

### **Supervision Received:**

Work is performed under the general supervision of the Maintenance Supervisor or Parks and Recreation Director.

### **Specific duties and responsibilities:**

- Perform grounds up keep including mowing, landscape maintenance, Splash Pad and dog park maintenance, operation of sledding hill, and staffing of community events.
- Perform daily cleaning of pavilions based on calendar.
- Assist to make sure fields are groomed and lined for events and practices.
- Open and/close park as scheduled by Supervisor.
- Performs janitorial duties including but not limited to trash removal, maintaining light fixtures, cleaning of restrooms and maintains a clean work area and equipment.
- Assist in minor repair work.
- Keeps inventory of supplies and lets supervisor know when items are low.
- Provide secondary assistance to Senior Center.
- Maintain compliance with all company policies and procedures.
- Perform related duties as assigned by Director and/or Supervisor and/or Crew Leader or designee.
- Operates light duty equipment such as trucks, commercial mowers and tractors.
- Additional duties as assigned.

### **Qualification for Employment:**

#### **Minimum Qualifications:**

- High School Diploma
- Ability to work independently and to carry out assignments to completion within parameters of instructions given.
- AED/CPR Certified preferred
- Successfully pass a pre-employment drug testing and a background check.
- Possess and maintain a valid Michigan Driver's license.
- Must be available to work weekends, holidays and irregular hours.
- Provide and wear OSHA approved safety toe shoes or boots.
- Wear prescribed uniform, identification and PPE.


### **Physical Requirements:**

While performing the duties of this job, the employee is frequently required sit, climb or balance; stoop, kneel, crouch, or crawl; the employee must regularly stand; walk; use hands to finger, handle, or feel; reach with hands and arms; talk or hear. Employee must be able to lift and carry up to 50 pounds.

### **Work Environment:**

The employee is frequently working near moving mechanical parts; the employee is subject to outdoor weather conditions (humidity, high heat, cold, rain etc...)

Signature Block:

Signature:			
Date:	06/22/2020	Title:	Director of Parks and Recreation