

## Position Description



TITLE: Seasonal Park Worker  
DATE: January 2017  
DEPARTMENT: Parks and Recreation  
DIVISION: Parks Division  
STATUS: Temporary – No Benefits  
PAY RANGE: \$8.00 - \$10.00 per hour

SUPERVISION RECEIVED: Works under the direction of the Director of Parks & Recreation and the Park Supervisor.  
SUPERVISION EXERCISED: None

GENERAL PURPOSE: This position will perform a variety of park maintenance activities related to the city's parks. Duties shall include a variety of basic and semi-skilled maintenance activities in the parks, athletic fields, manicured turf, landscaped areas, trails, playgrounds, facilities and other areas as required.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** *Duties are not exclusive and other duties may be required or assigned.*

1. Performs turf maintenance work including mowing, sodding, trimming, garbage pick-up etc.
2. Maintain and clean buildings, restrooms and grounds. Assists in the maintenance of all recreation areas as directed.
3. Assists in the maintenance and installation of playground equipment, park benches, picnic tables and other park equipment.
4. Preparation of athletic fields on a daily basis for schedule play, tournaments and special uses.
5. Assist in the set up and tear down of all equipment needed for department or city sponsored special events
6. Plants and maintains trees, shrubs and flowers
7. Performs general maintenance and repairs along trails and natural paths.
8. Collects and disposes of trash from parks and other town properties
9. Operates hand and power tools, including trimmers, blowers, power washers, etc.
10. Operates trucks, mowers and other motorized equipment as assigned.
11. Perform other duties as assigned.

**DESIRED MINIMUM QUALIFICATIONS:**

1. Must be 18 years of age and possess a valid Missouri driver's license with a good driving record.
2. Must pass drug testing if required

**KNOWLEDGE AND SKILLS:**

1. Working knowledge of grounds keeping and landscape management and maintenance
2. General knowledge of the equipment used in the maintenance of turf, trees and planting areas.
3. Good knowledge of general safety procedures.

**TOOLS AND EQUIPMENT USED:** Mowers, trimmers, power washers, utility tractors, trucks and trailers. Basic hand tools such as shovels, rakes, spades, etc. Basic tree trimming tools such as loppers, pruners and hand saws. Small power tools such as drills, grinders, etc.

**PHYSICAL DEMANDS:** Must be able to make visual inspections of various activity sites, regular walk-throughs of facility areas open to the public; must be able to observe and identify safety hazards, operational concerns, and spectator/player areas; pushed, pulls, or carries up to 100 pounds for general work duties.

**WORK ENVIRONMENT:** Regular outside work in a variety of climatic conditions on ground that may be uneven and unstable. Use of or use around light and heavy equipment including lawn mowers, small tractors, dump trucks, skid loaders and back-hoes. The employee occasionally works near moving mechanical parts and is occasionally exposed to cold, wet and/or humid conditions, fumes or airborne particles, and toxic chemicals. The employee is occasionally exposed to risk of electrical shock. The noise level in the work environment is usually relatively loud. Position is subject to working weekend and evening hours.

**SELECTION GUIDELINES:** Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: \_\_\_\_\_ Acknowledged: \_\_\_\_\_  
Supervisor Employee

Effective Date:  
Revision History: