

POSITION DESCRIPTION

Class Title: Part Time Parks
Department: Parks
Date: May 09, 2023

Job Code Number:
Grade Number:

GENERAL PURPOSE

Performs a variety of unskilled or semi-skilled maintenance work and operates a variety of equipment for the parks department.

SUPERVISION RECEIVED:

Works under the immediate supervision of the Parks Superintendent.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Weed eating, painting, cleaning, mows, picks up trash, assist in daily maintenance of equipment, park equipment, bridges, picnic tables, irrigation, tree trimming, as well as other tasks and duties needed.

PERIPHERAL DUTIES

None

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- Graduation from high school education or GED equivalent, and
- Any equivalent combination of education and experience.

Necessary knowledge, Skills, and Abilities:

- Some knowledge of equipment, facilities, materials, methods, and procedures used in maintenance, construction, and repair activities.
- Skill in operation of some of the listed tools and equipment
- Ability to perform heavy manual tasks for extended periods of time; Ability to work safely; Ability to communicate effectively verbally and in writing; Ability to establish and maintain effective working relationships with employees, other departments, and the public; Ability to understand and carry out written and oral instructions.

SPECIAL REQUIREMENTS

Employees must possess a valid Texas driver's license.

TOOLS AND EQUIPMENT USED

Motorized vehicles and equipment including pickup trucks, utility trucks, saws, common hand and power tools, shovels, wrenches.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand, walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here 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.

While performing the duties of this job, the employee occasionally works near moving mechanical parts. The employee occasionally works in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, and toxic chemicals. The employee is occasionally exposed to risk of electrical shock. The employee regularly works in extreme heat and direct sunlight for extended periods of time.

The noise level in the work environment is usually loud.

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: _____

Approval: _____

Effective Date: _____

Revision History: _____