

# Parks & Recreation

## Groundskeeper- Part-Time Seasonal

**POSITION: Parks & Recreation**

**Non-Exempt-Part-Time**

**General Statement of Duties:** Performs responsible manual and semi-skilled work in maintaining grounds and facilities, assists installation, construction, repair, maintenance and care of city parks and related structures and equipment; Does related work as required. Work is performed under the supervision of the deputy director of maintenance for the parks & recreation department.

This is medium to heavy work requiring the exertion of 50 to 100 pounds of force occasionally, up to 50 pounds of force frequently and up to 20 pounds of force constantly; Work requires climbing, balancing, stooping, reaching, standing, walking, pushing, lifting, and grasping. Vocal communication is required for expressing or exchanging ideas; hearing is required to perceive information at normal and high noise levels; Visual activity is required for use in measuring devices, operation of machines and operation of motor vehicles or equipment. Determining the accuracy and thoroughness of work, and noise, vibrations, hazards, atmospheric conditions and oils, the worker may be subject to inside and outside environmental conditions.

**Distinguishing Features of the Class:** The work in this class involves maintaining grounds and facilities, assist installation, construction, repair within the parks and recreation department. Employees in this class normally work under the supervision of the maintenance director, but their work is subject to frequent inspections and reviews.

### Examples of Work:

- Assist with maintenance and repairs of park equipment, all buildings, structures and grounds
- Assists with plumbing, masonry, carpentry, and minor electrical work
- prepares, drags, lines and maintains athletic fields and courts to prescribed standards
- collects trash and garbage and disposes of same
- mows grass, trims shrubbery and trees
- operates trucks and tractors in grounds preparation and maintenance work
- assists with building, custodial, repair and maintenance work
- assist with services and maintains light automotive equipment
- arranges facilities for special events and checks for safety hazards
- performs related tasks as required

**Required Knowledge, Skills and Abilities:** General knowledge of tools, materials and equipment used in general construction and maintenance work; General knowledge of the materials, equipment, tools and techniques of the standard building trades; Knowledge of safety precautions applicable to the duties of the class; Ability to understand and follow oral and written directions; Ability to use common hand tools and motorized equipment

**Acceptable Experience & Training:** Graduate of an accredited high school. Preferred experience in maintenance and construction work.

**Other Requisites:** Possession of an appropriate driver's license valid in the State of Tennessee.

### ADA Requirements

**Physical Requirements:** Tasks involve some physical effort, i.e. some standing and walking, or frequent light lifting (5-10 lbs.); manual dexterity in the use of fingers, limbs, or body in the operation of shop and office equipment; may involve extended periods of sitting at a typewriter or keyboard.

**Environmental Requirements:** Tasks are regularly performed with exposure to adverse environmental conditions.

**Sensory Requirements:** Tasks require sound perception and discrimination; tasks require visual perception and discrimination; tasks require oral communication ability.

# Parks & Recreation Groundskeeper- Part-Time Seasonal

**POSITION: Parks & Recreation**

**Non-Exempt-Part-Time**

**Reasonable Accommodations:** Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date