

PARKS MAINTENANCE SPECIALIST

General Statement of Duties

Performs a variety of skilled, semi-skilled and manual labor tasks in the maintenance of Town recreational facilities, parks, ball fields and grounds.

Distinguishing Features of the Class

An employee in this class performs a variety of skilled, semi-skilled and manual labor tasks related to the maintenance and repair of parks and recreational facilities. Work varies by season but includes performing various landscaping and horticultural practices, performing general building maintenance and repair tasks, mowing grass, marking ball fields and operating equipment. Work subjects the employee to inside and outside environmental conditions, extremes in temperatures, and hazards associated with equipment operation including fumes, oils, gases and mists. Work is performed under the general supervision of the Parks and Recreation Director and is evaluated for adherence to instructions and established standards.

Duties and Responsibilities

Essential Duties and Tasks

Performs a variety of buildings maintenance tasks at various recreation facilities and parks including basic plumbing, electrical, painting, carpentry, and custodial duties; replaces lights and filters.

Performs a variety of grounds maintenance and landscape tasks such as cutting grass, maintaining plantings, applying herbicide and pesticide, mulching, watering, pruning, seeding, fertilizing and trimming.

Performs skilled work in the dragging, lining and preparation of athletic fields for play; ensures field is safe and not too wet, soft or have rocks or holes; mounts bases.

Operates a variety of equipment to mow grass and maintain fields; uses chain saws, weed eaters and other light equipment to cut, prune and trim shrubbery and trees; rakes leaves, and removes fallen limbs and trash.

Performs landscaping duties requiring skill and knowledge of turf, plants, shrubbery and related tasks; sprays weeds; blows and grinds leaves; applies mulch; Checks parks for safety of play equipment and to identify any needed repairs from use or vandalism.

Sets volleyball and basketball nets and checks for correct height.

Participates in the cleaning of buildings, parks, and grounds; picks up garbage and cleans bathrooms.

Sets up tables and chairs in rooms and sets up for outdoor events.

Performs equipment repair and maintenance duties on equipment such as tractors, mowers; changes blade and filters, makes belt changes and adjustments; lubricates equipment.

Additional Job Duties

Performs related duties as required.

Recruitment and Selection Guidelines

Knowledges, Skills, and Abilities

General knowledge of standard practices, materials, tools, and equipment utilized in the area of assigned work.

General knowledge of work hazards and applicable safety precautions associated with assigned area of work.

Some knowledge of horticultural practices.

Some knowledge of equipment maintenance and its operation.

Ability to work independently.

Ability to understand and follow oral instructions.

Ability to establish and maintain effective work relationships with coworkers and the general public.

Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motions.

Must be able to perform light to medium work exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently to move objects.

Must possess the visual acuity to operate equipment and motor vehicles, perform trades tasks, inspect the work performed, and review work areas for cleanliness and conformance to standards.

Desirable Education and Experience

High school graduation and experience in grounds and/or facility maintenance including equipment operations and minor trades work; or an equivalent combination of education and experience.

Special Requirement

Possession of a valid North Carolina driver's license.

Anticipated hiring rate for the position is \$29,000-\$43,000, DOQ. Background check and drug screening will be required. Interested applicants should submit their cover letter, resume, salary history, and town application <https://maidennc.com/PDF/appl-bkgrnd-combo.pdf> to Wanda Barnes, HR Officer, 19 N. Main Ave. Maiden, NC 28650 or by email at wbarnes@maidennc.gov. Open until filled, however the resume review process will begin February 10, 2020. EEO