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**POSITION DESCRIPTION**

**TITLE: Parks Maintenance Worker**

**REPORTS TO: Parks Supervisor**

**DEPARTMENT: Public Services – Public Works**

**STATUS: Full-Time/Non-Exempt/Union**

**POSITION SUMMARY**

This position performs various types of manual labor, operates light and heavy equipment in the maintenance of City parks, trails, and forestry operations.

**ESSENTIAL DUTIES & RESPONSIBILITIES**

1. Installs, inspects, and repairs irrigation systems.
2. Lays out, constructs, maintains, and stripes athletic fields and courts; performs ground and turf maintenance, lays sod, seeds, fertilizes, mows, and aerates City property.
3. Maintains recreational buildings using general carpentry and janitorial skills; constructs, floods, shovels snow, sweeps and maintains skating rinks; maintains warming houses.
4. Performs manual labor as required. Installs, repairs, and removes fencing; moves picnic tables, bleachers, and benches. Empties garbage and recycling carts as needed. Services dog waste stations as needed.
5. Installs, inspects, and maintains playground equipment.
6. Inspects and maintains trails.
7. Plants, maintains, and moves trees; removes diseased trees and plants; prunes trees on public property; chips storm damaged trees and branches.
8. Assists in mixing and applying chemicals and other agents for proper care of vegetation in accordance with state regulations.
9. Assists in minor vehicle and equipment maintenance and repair.
10. Assists in the street division when required, which includes sanding, salting, and snow removal from city streets, public properties, parking lots and sidewalks.
11. Follows all safety rules and procedures as outlined in the employee safety manual, OSHA laws and other applicable regulations; performs and documents safety inspections on public works equipment, buildings and utilities.
12. Performs other duties as assigned or apparent.

**Note:** These examples are intended only as illustrative of various types of work performed, and are not all-inclusive. The job description is subject to change as the requirements of the job change.

**REQUIRED KNOWLEDGE AND ABILITIES**

1. Knowledge of general building and grounds construction and maintenance.

2. Knowledge of the methods, materials, and equipment used in the maintenance and development of modern forestry.

3. Ability to communicate in a courteous manner, both orally in written form to co-workers, supervisors, and members of the public.

4. Skill in building repair, plumbing, and carpentry.

5. Knowledge of the use of heavy and light equipment, as well as the hand tools used in the repair and maintenance of public buildings, grounds, athletic fields and trails.

6. Ability to use initiative and exercise good judgment.

7. Ability to work in adverse weather conditions.

8. Ability to establish and maintain effective working relationships with supervisors, co-workers and members of the public

**MINIMUM QUALIFICATIONS**

1. High School Diploma or equivalent.
2. Valid Minnesota Class B Commercial Driver’s License with air brake and tanker endorsements or ability to obtain within 6 months; satisfactory driving record - must meet Federal D.O.T. regulations.
3. Two years of experience in the operation of trucks and light equipment.

**PREFERRED QUALIFICATIONS**

1. Horticulture and forestry experience.

2. Experience in turf maintenance.

3. Municipal experience.

4. Forestry or related certificate.

5. Two years training or experience in park maintenance or related work such as carpentry, concrete installation, landscaping, commercial irrigation installation and repair.

6. Experience in small engine repair.

7. Experience in playground installation, inspections, and repair.

8. Non-commercial pesticide applicator license.

**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 use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to read, stand, hear and speak intelligibly. The employee is required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. This position does require employee to operate motorized equipment and drive to various job sites.

Work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operating motor vehicles or equipment and observing general surroundings and activities.

Must also be physically capable of completing the public works maintenance worker physical ability test on an ongoing basis.

**WORK ENVIRONMENT**

Most work is performed in a City garage environment and field settings with all kinds of weather from very hot to very cold. Various terrain is possible. Hand-eye coordination is necessary to operate computers, tools, and machinery.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

**CONDITIONS OF EMPLOYMENT**

Must comply with organizational and departmental policies.

**EXPECTED HOURS OF WORK**

This is a full-time position. Normal business hours.

It is the policy of the City of Lino Lakes to provide equal employment opportunities to all persons. All employment policies and practices shall be non-discriminatory in compliance with federal laws, state statute and local ordinances.

Revised: 03/11/2022