

Washington Park District

Job Description

Park Maintenance (Seasonal)

General Description:

Under the direction of the Superintendent of Parks and Properties, the Parks Department maintenance employee shall perform maintenance tasks which include, but are not limited to repairs, improvement of grounds, facilities and buildings, construction projects, maintenance of operating equipment and landscaping. The Parks Department employee is typically scheduled to work from 7:00am to 4:00pm of each workday, Monday through Friday with some nights and weekends required. This position includes a one hour unpaid lunch. The employee must also be available to work Special Events.

Qualifications:

Applicant must be 16 years of age or older. A valid Illinois class "D" driver's license is required.

Immediate Supervisor: Superintendent of Parks and Property

Essential Functions:

- **Be on time for scheduled shifts and properly prepared for work.**
- **Complete orientation training on all power tools and equipment.**
- **Preview the day's work schedule with the Crew Supervisor and receive job tasks.**
- Operation of park district pick-up truck.
- General road repair: asphalt patching.
- General road repair: gravel road maintenance.
- Mowing park district lawns.
- Turf maintenance - fertilizing.
- Turf maintenance - seeding.
- Weed killing.
- Planting trees and shrubs.
- Trimming trees and shrubs.
- Repairing and painting park and playground equipment.
- Rolling and marking lines on sports fields.
- Removing all garbage and refuse materials from parks and playgrounds.
- Perform all job tasks within the rules and guidelines of the District's safety program.
- Maintain a safe environment for all patrons, participants and staff.
- Effectively communicate problems, concerns and changes to Superintendent of Parks and Property.

Marginal Functions:

- Assisting Landscape Specialist with horticulture tasks.
- Assisting Carpenter and Project Specialist with construction of park and playground equipment.
- Assisting Project Specialist with repair of park building, roofs, doors, windows, and electrical or plumbing work.
- Assist with the Park District special events as needed.
- Attend in-service trainings and meetings as directed by Management.
- Attend a CPR and Standard First Aid certification class.
- Snow removal from park walks, drives.

Psychological Considerations:

- Employee must work closely with co-workers.
- Employee must work around general population/park patrons in public areas.
- Employee must work under supervision and direction of superiors.

Physiological Considerations:

- Has to be able to respond quickly and accurately.
- Worker is exposed to chemicals (i.e. fertilizers, weed killers, cleaning materials).
- Handle materials up to 75 pounds. Assistance will be provided when necessary

Environmental Considerations:

- Worker is exposed to outside weather conditions 90% of the time, including extreme heat, cold, snow, rain and ice.

- Protective clothing is required as follows:
 - Earplugs, ear covers
 - Helmets
 - Respirators
 - Safety goggles/glasses
 - Chaps
 - Leather type work boot
 - Protective gloves
 - Disposable (chemical) overalls

Cognitive Considerations:

- Must be able to follow directions from supervisor.
- Must use good safety awareness and judgment.
- Must have the ability to read, write and organize materials.
- Must be able to understand basic math functions.
- Must be able to communicate with coworkers.
- Resolve differences and problems that arise with patrons and work together with employees

Signature of Park Maintenance

Date