



Job Description

Job Title:	Temporary Full-Time Six Month Public Service Worker-Parks
Department/Division:	Public Works
Supervisor's Title:	Public Service Lead Workers
Exempt/Non-exempt:	Non-Exempt

Position Objective

The Temporary Full-Time Six Month position is from April/May to August/September in our Parks Maintenance Department. This position performs a variety of skilled and unskilled tasks associated with the day-to-day maintenance of parks, beaches, athletic fields, public grounds, play structures, trails, recreation sites, park structures and associated amenities. Operates a wide range of motorized and non-motorized equipment and tools; performs inspection and maintenance on tools and equipment that is assigned; performs a variety of snow plowing tasks, operation of light and heavy equipment and other equipment as necessary, assists other departments when assigned; and performs a variety of maintenance tasks associated with the day to day operations.

Essential Job Functions:

- Maintains and performs park turf and landscaping, tree and shrub maintenance and plants garden layouts throughout the city
- Performs athletic field, city playgrounds, beach house, tennis courts, playground equipment, city docks and ice skating facility daily or weekly maintenance
- Constructs and maintains sidewalks, trails and boardwalks
- Operates and maintains machinery and equipment
- Plows, sands, salts and scrapes ice and snow from streets, sidewalks and trails
- Inspection of city's diseased and hazardous trees, review landscape plans and tree removal permit requests
- Available for extended workdays and call backs as required

Other Job Functions:

- Performs other maintenance tasks and assists other public works departments as assigned, including emergency situations or to balance seasonal workloads and schedules
- Able to obtain and/or maintain all licenses required for a parks worker in the parks department.
- Performs other duties and assumes responsibility as apparent or assigned

Minimum Qualifications:

- High School Diploma or GED equivalent
- Valid MN Driver's license with a good driving record
- Able to read, understand, follow written and oral instructions, including safety rules
- Ability to meet the physical demands of the job including but not limited to lifting, bending, climbing, reaching overhead, pushing and pulling
- Able to perform job responsibilities in climatic extremes
- Able to work in a cooperative manner as a member of a crew or team

Desired qualifications:

- Experience working in a municipal Parks Department.
- Formal education or practical experience in mowing and/or landscaping.
- Ability to operate hand and power tools and riding lawn mowers.

Knowledge, Skills, and Abilities

- Knowledge of the standard practices, methods, tools, materials and equipment of park maintenance activities.
- Knowledge of the occupational hazards and safety practices of the trade.
- Ability to perform a variety of assigned maintenance duties.
- Ability to understand oral and written instructions.
- Ability to operate hand and power tools and hand or power driven mowers.
- Ability to perform strenuous physical labor and heavy manual tasks for extended periods when required.
- Ability to establish and maintain effective working relationships with elected officials, City employees and the public.