

**TOWN OF MONROE
EMPLOYMENT JOB DESCRIPTION**

POSITION TITLE: Parks Maintainer

DEPARTMENT: Parks & Recreation Department

DIRECT REPORT: Receives general supervision from the Director of Parks and Recreation and functional supervision from the Maintenance Supervisor.

JOB SUMMARY:

Performs skilled and semi-skilled work in the construction, repair, maintenance, and care of parks, recreational area, and public grounds under the jurisdiction of the Parks & Recreation Director. Makes security patrol of recreational areas and enforces regulations, and supervises seasonal workers in maintenance tasks.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Receives oral instructions or written work order from Supervisor
- Plans and organizes work assignments according to activity schedule and standard procedure
- Operates equipment to mow fields and recreational areas, to grade, seed and line playing fields, and to remove leaves
- Drives vehicles to haul and remove materials, to plow access roads, recreational and Town Hall parking lots
- Maintains facilities at Wolfe Park, including the pool, pumps, and chlorination equipment
- Regularly patrols park area to maintain security of area
- Serves as lead worker in the repair and care of recreational facilities and equipment
- Supervises seasonal workers in varied construction, maintenance and repair work
- Trains new workers in job tasks and in the use of equipment, materials and safety procedures
- Follows standard procedures and regulations
- Reports tasks accomplished to Supervisor

Additional Responsibilities:

Performs minor repair work on vehicles and auxiliary equipment. Performs heavy manual work in the removal of debris and trees from recreational areas. Checks buildings, facilities and grounds for maintenance and security purposes.

QUALIFICATIONS AND EXPERIENCE:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagrammatic form
- Ability to supervise and train seasonal employees
- Knowledge of sport, recreational and social programs desirable
- Ability to operate construction equipment
- Two years of park maintenance or construction experience
- Ability to lift and/or carry objects of medium to heavy weight
- Performs heavy manual work in the removal of debris and trees from recreational area

- Ability to work in extreme weather conditions, including heat or cold, with temperatures sufficiently high or low to cause marked bodily discomfort

PHYSICAL DEMANDS:

While performing the duties, the employee is occasional required to stand, walk, sit, use hands to finger, handle or fee, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl. Must understand and have the ability to use common laboring tools. Largely repetitive work with some variations in materials and procedures. Must be in good physical fitness, strength and stamina to perform required strenuous or heavy manual duties, and are expected to maintain such physical fitness to be able to perform the duties.

The employee must be able to climb ladders, work in confined spaces with proper training and equipment. The employee must frequently lift and or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. These requirements can be satisfied with appropriate prescription glasses/lenses. Occasionally lift 100 pounds.

License or Certificate: Class II Connecticut Motor Vehicle Operator’s License

Rate of pay is:

\$25.38

40 hours per week

Split schedule/Weekends April-November

Applications to Town of Monroe, Human Resources Department

www.monroect.org

Revised: January 2010

Reviewed: January 2010

Reviewed: December 2017