



Job Description

Job Title: Public Works Maintenance Worker – Parks Division		Department: Public Works	
Reports To: Park Director	Supervises: None		FLSA Status: Non-Exempt
Bargaining Unit: International Union of Operating Engineers (IUOE) L70-Public Works			Effective Date: 7/1/2016

POSITION SUMMARY

Under general supervision, this service position operates and maintains necessary light and heavy equipment in a safe and proficient manner to repair and enhance the comprehensive City's Park System.

JOB DUTIES OR ESSENTIAL FUNCTIONS

The essential functions of the position include, but are not limited to the following:

- Operates light and heavy maintenance equipment in a proficient manner as assigned in the streets, parks, public utilities and other City property (street sweepers, front end loaders, skid loaders, trucks, tractors, mowers, etc.).
- Performs adjustments, repairs and installation on the equipment used in maintenance operations.
- Follows proper safety and operating precautions in all areas of work to avoid personal time and/or property loss accidents. Utilizes proper safety equipment, sets up barricades as necessary, operates equipment safely, etc.
- Conducts park maintenance activities including but not limited to turf and tree maintenance, buildings and grounds maintenance, athletic field, ice ring and court maintenance, trail and sidewalk maintenance according to established practices.
- Completes snow and ice control practices for City grounds, parks, trails, and sidewalks by plowing, shoveling, hauling.
- Installs and maintains park equipment including playgrounds.
- Plans, plants and maintains public landscaping areas.
- Assists other departments as necessary.
- Performs other duties as assigned or as apparent.

This position may encounter not public data in the course of these duties. Any access to not public data should be strictly limited to accessing the data that are necessary to perform the duties. While data are being accessed, this position should take reasonable measures to ensure

the not public data are not accessed by individuals without a work reason. Once the work reason to access the data is reasonably finished, this position must properly store the not public data.

MINIMUM QUALIFICATIONS

To perform this position successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the formal education, experience, and training required.

Education

High school diploma or GED certificate required

Experience

Two (2) years of Construction, Public Works, Parks, Leisure and Recreation, Turf Maintenance, or Horticulture experience

Trainings, Certificates, and Licenses

- Possess a Minnesota Class D Driver's License
- Possess the ability to obtain Minnesota Class B Driver's License within a six (6) month period

DESIRED QUALIFICATIONS

The requirements listed below are representative of the formal education, experience, and training preferred in order to exceptionally perform all of the functions of this position.

Education

Associate's Degree or equivalent training at a technical or vocational school with a focus on Public Works, Parks, Leisure and Recreation, Turf Maintenance, or Horticulture

Experience

Two (2) plus years of Construction, Public Works, Parks, Leisure and Recreation, Turf Maintenance, or Horticulture experience with some supervisory experience

Trainings, Certificates, and Licenses

- Possess a Non-commercial Pesticide Applicator License
- Possess a State Tree Inspector License
- Possess a Playground Inspector Certification

COMPLEXITY

The overall complexity of this position is moderately high. While performing the normal duties of this job, processes, procedures, or software vary from one assignment to the next. Assignments are still related in function and objective.

RESPONSIBILITY

Supervision

General supervision is provided while performing the normal duties of this job. This position exhibits no formal supervisory responsibilities but may coordinate work with other individuals as a team member.

Impact

While performing the normal duties of this job, this position's work affects the overall efficiency and image of the City.

REQUIRED PHYSICAL ABILITIES AND WORK CONDITIONS

The physical demands and work conditions described here are representative of those that must be met by an individual to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Hazards

While performing the duties of this job, this position may occasionally climb 10 to 50 steps, balance, bend/stoop, crouch, squat, crawl, and run, lift 5 to 100 lbs., carry 5 to 100 lbs., and finger/enter data/keystroke. This position will frequently reach above shoulder level, push/pull 5 to 30 lbs., talk, and continuously kneel, sit, stand, walk, feel, hear, smell, perform repetitive motions, and drive.

While performing the duties of this job, this position will use close vision, far vision, depth perception, visual acuteness, color vision, and peripheral vision.

While performing the duties of this job, this position will use right and left hand for simple handling or grasping, firm handling or grasping, and fine handling or manipulation.

While performing the duties of this job, this position will use right and left foot for repetitive movements.

Surroundings

While performing the duties of this job, this position will experience exposure to inside environmental conditions, exposure to outside environmental conditions, exposure to noise, dust, fumes, gases, chemicals, or oils requiring special mitigating precautions or protective gear, working in narrow aisles or passageways, work around moving mechanical parts, working in close quarters, exposure to extreme heat, exposure to extreme cold, and exposure to infectious diseases.

The above statements are intended to describe the general nature and level of work being performed by individuals employed in this job. They are not intended to be an exhaustive list of all duties and qualifications required of personnel in this job. The employer may and

reserves its right to change the job description and establish, modify or eliminate job duties and responsibilities and jobs at its discretion with or without notice.