

VILLAGE OF ASHWAUBENON

JOB DESCRIPTION

I. Position Title: Seasonal Parks Maintenance (Spring/Fall)

Reports To: Park Maintenance Foreman
Director of Parks, Recreation & Forestry Department

II. Job Summary:

Seasonal park maintenance employees are responsible for the general maintenance of the Village's parks, green spaces, right-of-ways, recreational and other municipal facilities under the direction of the Director of Parks, Recreation and Forestry. Position has a split working season that includes the months of April, May, September, October, and November.

III. Duties & Responsibilities:

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive and other duties may be required and assigned.

- A. Perform turf maintenance work including mowing, sodding, trimming, garbage pickup, etc .
- B. Maintain and clean buildings, restrooms and the grounds. Assists in the maintenance of all recreation areas as directed.
- C. Assists in the maintenance and installation of playground equipment, park benches, picnic tables and other park equipment.
- D. Preparation of ballfields on a daily basis for scheduled play and special uses.
- E. Assist in the set up and tear down of all equipment needed for department special events
- F. Other duties as assigned.

IV. Knowledge, Skills & Abilities:

- Must be 21 years of age and posses a valid Wisconsin drivers license with good driving record.
- Ability to communicate effectively with residents and co-workers in a courteous and helpful manner
- Be able to work independently with little or no supervision.
- Ability to lift and maneuver 100 pounds.
- Ability to perform heavy manual labor involving occasional bending, lifting, stooping and climbing.
- Ability to operate vehicles, lawn mowers, string trimmers, small tractors and various hand tools.
- Ability to tolerate working in varying weather condition.

V. Desirable Training and Experience:

- Knowledge and skill in park and public lands maintenance.
- Ability to operate various park maintenance equipment including riding and push lawn mowers, trimmers, ballfield groomer, ATV, vehicles and various hand tools.
- Completion of Blood Borne Pathogen Training provided by the Department

VI. General Expectations:

- Demonstrate authority when circumstances warrant. If needed, contact Park Maintenance Foreman for assistance.
- Personal grooming and dress should be clean in taste, no rips or holes in jeans/pants.