

TOWN OF CARBONDALE JOB DESCRIPTION

POSITION NAME: Seasonal Maintenance Worker
Recreation Department

DEPARTMENT: Parks &

JOB SUMMARY:

Performs a variety of semi-skilled manual labor duties that includes maintenance on parks, facilities, buildings, and equipment.

GENERAL DESCRIPTION OF DUTIES AND RESPONSIBILITIES.

Cleans and stocks restrooms. Removes trash from containers and other Town property. Sweeps bulb-outs and gutters.

Cleans and stocks dog pot stations.

May help perform minor electrical, plumbing, carpentry and painting maintenance and repair work on park restrooms.

Operates light equipment such as mowers, weed whips and tractors to maintain grounds, recreation fields, and other areas. May fertilize grounds and aerate fields and lawns. Removes weeds from flower beds, bulb-outs, etc.

May operate snow removal equipment.

Performs other duties as assigned and required.

EDUCATION, TRAINING AND EXPERIENCE REQUIREMENTS.

High school diploma or GED equivalent.

Knowledge of general maintenance methods and materials.

One year of experience in maintenance work which requires knowledge of the safe and efficient operation of light equipment.

OTHER SKILLS, CERTIFICATIONS, LICENSES, AND TOOLS REQUIRED.

A valid Colorado driver's license.

Ability to interact with the general public in a cooperative and courteous manner.

Must maintain a working telephone. This position is subject to call-out for emergency or high work load situations.

DESCRIPTION OF WORK SCHEDULE, HOURS, OVERTIME REQUIREMENTS.

7:00 a.m. to 3:30 p.m., Monday through Friday (1/2 hour lunch).

Participation in on-call operations.

SUPERVISION RECEIVED:

Supervised by the Parks Foreman.

SUPERVISION EXERCISED:

None.

FLSA STATUS: Non-Exempt

COMPLEXITY/RESPONSIBILITY:

Work involves basic manual labor and light equipment operation.

SCOPE OF INTERPERSONAL CONTACTS:

Contacts are generally with other Town employees and the general public.

WORK ENVIRONMENT/PHYSICAL ACTIVITIES:

This position can involve having to work outdoors in wet and cold (sub-zero) weather for periods normally of up to 4 hours at a time, but occasionally for 8 or more hours in emergency situations. Works involves exposure to noise, dust, and hazardous conditions.

Employee must be able to work with and around typical shop chemicals and petroleum based products as well as other chemicals.

Physical demands may require the employee to remain seated for 2 to 4 hours, and sometimes unrelieved for periods of up to and sometimes exceeding 8 hours, such as during major snowstorms. The employee may also have to handle basic maintenance of some of the equipment, which may involve bending over the engine compartment, stooping and crawling underneath the equipment, as well as climbing up and into the cab of the equipment. Employee must have correctable vision and adequate hearing sufficient for the safe operation of equipment on public roadways during adverse conditions.

Physical tasks may involve shoveling (asphalt, sand, soil, etc.) for several hours with intermittent breaks, lifting and carrying loads (unassisted) such as fertilizer bags, sod, buckets of salt and chemicals, etc. from time to time weighing up to 75 lbs., walking, standing, bending, stooping, sweeping, climbing ladders, and climbing down and working in trenches. At times this work can be very strenuously and physically demanding.