

CITY OF SYRACUSE
POSITION DESCRIPTION

SEASONAL PARKS MAINTENANCE WORKER

I. OBJECTIVE

- A. Take accountability for the upkeep of the parks, ballfields, and park facilities located in Syracuse.
- B. To maintain familiarity with the policies, procedures, and safety regulations as provided.
- C. To continually promote a good working relationship with all park employees and maintain a good public image for the City of Syracuse.
- D. To perform the duties of the Park Maintenance Worker and all duties as assigned by the Parks Facility Manager.

II. RESPONSIBILITIES

- A. Ballfield Maintenance: haul diamond pro, tilling, mowing, marking for games, general upkeep. End of season-store equipment.
- B. Carpentry Needs: various fixing of equipment.
- C. Equipment: power tools, push and riding mowers: breakdown, service, maintenance, and winterization.
- D. General Park Cleaning: debris, litter, bathrooms, fountains.
- E. Park Ground: mowing, fertilizing, seeding, spraying, reseeding in spring, herbicide application. Park Grounds include Williams Park, complex, and pool ground.
- F. Playground Equipment: repair, painting, and maintenance.
- G. Plumbing: Williams Park bathrooms, complex, and pool.

- H. Picnic Tables and Benches: build, paint, and repair.
- I. Park Signs: Paint/refurbish
- J. Pool: assist in spring maintenance such as painting, caulking, etc., work at pool as needed.
- K. Special Events: assist Parks Facility Manager with set-up.
- L. Tree and Shrub Work: cutting down, hauling away, trimming, stump pickup, clean-up.
- M. Shelters: maintenance, general upkeep, and cleaning.
- N. Willing to work all weekends, especially for big tournaments.

III. RELATIONSHIP

- A. Reports to
 - 1. Parks Facility Manager
- B. Coordinates and cooperates with:
 - 1. Recreation Coordinator
 - 2. City Clerk
 - 3. Mayor and City Council
 - 4. City Employees and appointed officials.
 - 5. Public- should maintain a friendly attitude in all contacts with the public

IV. AUTHORITY AND ACCOUNTABILITY

- A. The Parks Facility Manager has the authority over and accountability for all park employees.

V. QUALIFICATIONS

- A. Must be at least 16 years old.

- B. Must possess current Nebraska driver's license.
- C. Ability to operate and maintain all equipment and facilities in the Parks and Recreation Department.
- D. Experience in equipment operation, outdoor labor, and physical work dealing with responsibilities.
- E. Sufficient knowledge in overall park operations and skill to perform all of the park duties safely.