CITY OF SYRACUSE

POSITION DESCRIPTION

SEASONAL PARKS MAINTENANCE WORKER 2023

1. OBJECTIVE
2. Take accountability for the upkeep of the parks, ballfields, cemetery and park facilities located in Syracuse.
3. To maintain familiarity with the policies, procedures, and safety regulations as

provided.

1. To continually promote a good working relationship with all park employees

and maintain a good public image for the City of Syracuse.

1. To perform the duties of the Park Maintenance Worker and all duties as assigned by the Parks Facility Manager.
2. RESPONSIBILITIES
3. Ballfield Maintenance: haul diamond pro, tilling, mowing, marking for games, general upkeep. End of season-store equipment.
4. Carpentry Needs: various fixing of equipment.
5. Equipment: power tools, push and riding mowers: breakdown, service, maintenance, and winterization.
6. General Park Cleaning: debris, litter, bathrooms, fountains.
7. Park Ground: mowing, fertilizing, seeding, spraying, reseeding in spring, herbicide application. Park Grounds include Williams Park, complex, and pool ground.
8. Playground Equipment: repair, painting, and maintenance.
9. Plumbing: Williams Park bathrooms, complex, and pool.
10. Picnic Tables and Benches: build, paint, and repair.
11. Park Signs: Paint/refurbish
12. Pool: assist in spring maintenance such as painting, caulking, etc., work at pool as needed.
13. Special Events: assist Parks Facility Manager with set-up.
14. Tree and Shrub Work: cutting down, hauling away, trimming, stump pickup, clean-up.
15. Shelters: maintenance, general upkeep, and cleaning.
16. **Willing to work all weekends**, especially for big tournaments.
17. RELATIONSHIP
18. Reports to
19. Parks and Recreation Director
20. Parks Maintenance Lead
21. Coordinates and cooperates with:
22. City Administrator
23. City Clerk
24. Mayor and City Council
25. City Employees and appointed officials.
26. Public- should maintain a friendly attitude in all contacts with the public

IV. AUTHORITY AND ACCOUNTABILITY

1. 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 the park duties safely.