

## PARK MAINTENANCE WORKER

### FUNCTION OF THE JOB

Under supervision to perform manual labor in the construction and maintenance of parks, golf courses and designated buildings, grounds, and equipment; and to perform other duties as required.

### CHARACTERISTIC DUTIES AND RESPONSIBILITIES

1. Cleans and maintains park buildings and grounds, golf courses, ice arenas, nature center, exposition center, and other structures and public use areas.
2. Participates in the construction, remodeling, and repair of park system structures.
3. Installs and constructs signs, barbecue grills, picnic tables, and other park system equipment.
4. Mows grass, plants and trims trees and shrubs, performs irrigation, trail grooming, and other work in the development and maintenance of grounds.
5. Assists Park Foreman in prioritizing, directing, and supervising seasonal staff and volunteer groups.
6. Operates equipment such as chain saws, mowers, tractors, sprayers, and trucks in the performance of park system maintenance work.
7. Operates equipment for snow removal, sanding, and deicing operations.
8. Performs preventive maintenance on equipment, facilities, and grounds.
9. Collects lake access, camping, and entrance fees.
10. Instructs employees in proper park maintenance activities and safety practices and procedures, including handling of chemicals.
11. Establishes and maintains effective working relationships with the staff and the public.
12. Provides information to the general public.
13. Enforces all park rules and regulations.
14. Keeps records and makes reports, including handling daily cash receipts.
15. Performs other duties as required.

### QUALIFICATIONS

#### Essential Knowledge and Abilities

1. Working knowledge of the operation, practices and procedures used in construction and general maintenance of park grounds and facilities.
2. Working knowledge of the tools, materials, and equipment used in general construction and maintenance work.
3. Working knowledge of the operation, care, and repair of maintenance equipment and tools.
4. Working knowledge of occupational hazards and safe work practices.
5. Ability to operate, maintain, and develop park properties and their facilities.
6. Ability to perform manual labor and general maintenance and repair work.
7. Ability to instruct employees in chemical handling and in safety practices and procedures.
8. Ability to establish and maintain effective working relationships with the staff and the public.
9. Ability to effectively interact with sensitivity with persons from diverse cultural, socioeconomic, educational, racial, ethnic, and professional backgrounds, and persons of all ages and lifestyles.
10. Ability to understand and carry out oral and written instructions.
11. Ability to speak and write effectively.
12. Ability to keep records and make reports.
13. Ability to assist in maintenance of financial records and accounts in accordance with established policy.

## PARK MAINTENANCE WORKER

Page 2

### QUALIFICATIONS (continued)

#### Training and Experience

1. High school graduation or GED equivalent.
2. Previous experience in park maintenance work is desirable.
3. The following work assignments will require the possession of a valid Class 'A' Commercial Driver's License from the State of Wisconsin within twelve (12) months of date of hire.
  - a. County Grounds Service Center
  - b. Natural Land Management