

City & Borough of Wrangell

Position Description

Position: Park Maintenance II	Position Number:
Department/Site: Parks and Recreation/Community Center	FLSA: Non-exempt
Reports to: Parks and Recreation Director	Salary Grade: 5

Summary

To perform a variety of unskilled and semi-skilled work in mowing, weed eating, landscaping, grounds maintenance, repairing, preparing, installing, and construction of parks, playgrounds, ball fields, cemeteries and facilities.

Distinguishing Career Features

Park Maintenance II is the first step on the multi-stage Park Maintenance career path. Advancement to Park Maintenance I is possible with experience, dedication, and demonstration of having acquired necessary skills and competencies

Essential Duties and Responsibilities

- Constructs, repairs, places and installs signs, benches tables, fences and bases. Assists in park maintenance work involving the placement, repair, painting and maintenance of buildings and structures.
- Mows all park and cemetery lawns and turfs. Prunes trees and shrubs, slashes brush, removes cuttings and litter from parks, cemeteries and city grounds.
- Participates in landscaping by preparing ground, planting, transplanting, fertilizing, trimming and pruning.
- Operates light trucks and small tractors and other powered equipment such as rota-tillers, chain saws, weed eaters, and lawn mowers.
- Cleans park shelters, fire pits and grounds. Cleans and disinfects park restroom facilities.
- Maintains all records and reports as required.
- Ensures that all supportive services, such as water, electricity, etc., are available when needed at recreational sites.
- Assists in excavation and backfilling of burial sites.
- Assists other departments and agencies as needed, and other duties as assigned.

Qualifications

▪ Knowledge and Skills

Some knowledge of mowers, weeds, fertilizers, and ground maintenance is desirable

▪ Abilities

Ability to follow written and oral instructions. Ability to safely operate power tools and equipment.

▪ Physical Abilities

Requires the ability to load and unload 60 pound sacks of materials with assistance. Requires the ability to stand and walk for periods of time. Requires the ability to generally function outdoors in a park, sports court, park trail, or similar environment.

- **Education and Experience**

Experience with grounds maintenance or construction work is desirable

- **Licenses and Certificates**

Requires a valid Alaska Driver's License. Must be at least 18 years old.
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- **Working Conditions**

Work is performed indoors and outdoors where significant safety considerations exist from physical labor, body positioning, handling of medium-to-heavy weight and awkward materials, and disagreeable working conditions.
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This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.