

## 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.

**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.

*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.*