

CITY OF WRANGELL

JOB DESCRIPTION

JOB TITLE: PARK/CEMETERY MAINTENANCE II

REPORTS TO: Park/Cemetery Maintenance I

DEPARTMENT: Parks and Recreation Department

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

DUTIES, RESPONSIBILITIES AND ACCOUNTABILITIES:

1. 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.
2. Mows all park and cemetery lawns and turfs. Prunes trees and shrubs, slashes brush, removes cuttings and litter from parks, cemeteries and city grounds.
3. Participates in landscaping by preparing ground, planting, transplanting, fertilizing, trimming and pruning.
4. Operates light trucks and small tractors and other powered equipment such as rota-tillers, chain saws, weed eaters, and lawn mowers.
5. Cleans park shelters, fire pits and grounds. Cleans and disinfects park restroom facilities.
6. Maintains all records and reports as required.
7. Ensures that all supportive services, such as water, electricity, etc., are available when needed at recreational sites.
8. Assists in excavation and backfilling of burial sites.
9. Assists other departments and agencies as needed, and other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Requires the ability to follow written and oral instructions.
2. Requires the ability to load and unload 60 pound sacks of materials with assistance.
3. Requires the ability to safely operate power tools and equipment.

MINIMUM QUALIFICATIONS:

Must be at least 18 years of age and possess an Alaska Drivers License.