

## **PARKS WORKER**

### CLASS DESCRIPTION

#### General Responsibilities:

This is routine entry-level work in the performance of varied public works maintenance and construction activities within the Parks Division. Work includes laboring tasks, equipment operation, the use of hand and power tools for grounds and building maintenance work, the routine maintenance of tools and equipment, and related cleaning and maintenance of Parks facilities. Work is performed independently or as part of a team, and is directed and reviewed by a leadworker or designated supervisor for conformance with established procedures and/or objectives. Employees may be responsible for overseeing and leading the work of a small group of seasonal laborers.

#### Examples of Duties and Responsibilities:

Perform grounds and building maintenance tasks such as mowing parks, greenways and boulevards using mowers, string trimmers and self-propelled out-front mowers.

Establish and maintain skating rinks, including setting and removing hockey boards and daily clearing and flooding. Remove snow and ice from bike paths, sidewalks, service drives, parking lots, bus stops, skating rinks, etc. Operate vehicle with plow or broom attachment.

Remove trash from parks, boulevards, and assigned routes, and empty trash barrels into collection bins in parks.

Prune and assist with removal of trees and shrubs using chain saws and various hand tools. Clean up and mulch leaves in fall and spring using mowers and sweepers.

Assist with burial tasks at Forest Hill Cemetery as assigned.

Under direction, repair and renovate park and athletic turf areas and ball diamond infields.

Perform regular maintenance of tree and shrub, perennial and annual flower beds, including planting, weeding, watering, mulching, deadheading, pruning, and seasonal change-outs.

Perform regular playground maintenance, including removal of litter and graffiti, raking and redistributing loose fill surfacing evenly, performing visual inspections, and reporting issues to the supervisor or leadworker as necessary.

Perform assigned golf course, mall/concourse, conservation park, cemetery, forestry and botanical gardens maintenance tasks. Clean and stock park shelters and restrooms. Maintain picnic tables, benches, and hockey boards. Perform preventive maintenance on equipment and tools. Sand and paint trash barrels, signs, picnic tables and benches. Remove graffiti using power washing equipment or solvents and restore surfaces. Report maintenance or safety-related issues to supervisor or leadworker in a timely fashion.

Set up and prepare for special events. Drive tractor and hay wagon for special events.

Perform preventative maintenance activities on mowers, including blade sharpening, greasing, oil changes, power washing, etc. Maintain clean and safe work areas in the field, shop, work, and common areas of maintenance facilities. Clean equipment and vehicles as needed. Report damage to supervisor or mechanic in a timely fashion.

Direct the work of hourly personnel as assigned.

Perform related work as required.

## QUALIFICATIONS

### **Knowledge, Skills and Abilities:**

Knowledge of the types and uses of common hand and power tools and equipment used in related public works maintenance and grounds care work. Knowledge of related plant/lawn care principles. Ability to perform heavy manual and semi-skilled tasks incorporating strenuous physical activity for extended periods of time often under adverse weather and environmental conditions. Ability to understand and follow oral and written directions and maintain required records. Ability to work independently within established guidelines and without close supervision. Ability to develop and maintain effective working relationships including tactful and courteous interactions with the general public. Ability to work successfully with multi-cultural communities. Ability to communicate effectively both orally and in writing. Ability to operate a motor vehicle and related maintenance equipment. Ability to maintain adequate attendance.

### **Training and Experience:**

Generally, positions in this classification will require:

At least 3 months and eligibility for rehire as a City of Madison Parks seasonal laborer or six months of equivalent public works, landscaping, or construction experience including varied manual tasks. Other combinations of training and/or experience which can be demonstrated to result in possession of the knowledge, skills and abilities necessary to perform the work of this position will also be considered.

Specific training and experience requirements will be established at the time of recruitment.

### Necessary Special Qualifications:

Possession of a valid Driver's License.

### **Physical Requirements:**

Employees in this position must be able to lift/carry objects weighing up to 50 pounds and must be capable of lifting heavier objects with another employee. This position requires a high percentage of work outdoors in all types of weather while walking and standing. In

addition, employees must be able to frequently bend, twist, squat, climb and reach for extended periods of time.

<b>Department/Division</b>	<b>Comp. Group</b>	<b>Range</b>
Parks Division	16	04

Approved: \_\_\_\_\_  
Brad Wirtz  
Human Resources Director

Date