

City of Rockmart

RECREATION MAINTENANCE WORKER II

GENERAL PURPOSE:

Under general direction, this position is responsible for the maintenance of all city parks, facilities, landscaped areas, and equipment. This position will also help supervise any recreation activities or events.

PRIMARY:

The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by the employee, only a representative summary of the primary duties and responsibilities. The incumbent may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

DUTIES AND RESPONSIBILITIES:

- Perform all work necessary in keeping all city parks, facilities, landscaped areas, and equipment safe, clean and routinely maintained. Tasks may include, but are not limited to mowing, blowing, edging, trimming grass, landscaped and paved areas, preparation of sports fields for practice and games, maintenance and installation of playground mulch, cleaning of restrooms, minor irrigation repair, simple plumbing repairs, application of fertilizers and herbicides, ascending or descending ladders, clearing of underbrush, installation of new landscaping, occasionally directing traffic, dragging and cleaning of fields, trash removal and equipment maintenance.
- Performs duties and makes decisions consistent with department mission, vision, and core values.
- Delivering accurate and timely reports of vandalism, injuries, safety issues, damage to property, needed repairs, and low inventories of supplies to the attention of the Recreation Director and/or Crew Leader.
- Follow and practice all safety and regulatory standards in the field.
- Can work cooperatively in a group setting and by oneself with limited supervision to complete the assigned task(s).
- Provide quality customer service to park and facility visitors.
- Follow verbal and written instructions from superiors and ensures the timely and quality completion of those assigned tasks.
- Perform other related duties as assigned.

MINIMUM QUALIFICATIONS:

- Must be able to work 40 hours a week and additional hours, weekends, and holidays when needed
- Must have a valid Georgia Driver's License
- Must be able to follow all city ordinances, policies, and procedures
- Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent
- Prior experience required to perform the basic tasks of the position
- Knowledge of sporting events and tournaments

SUPERVISION:

Employee reports directly to the Recreation Director. The employee may also be directed by other administrative staff within the department or city at times. Employee may be assigned limited supervision responsibilities over inmate or community service workforce.

WORK ENVIRONMENT:

Most work takes place in an outdoor setting in a variety of weather conditions while standing, walking, bending, and lifting for long periods of time. Employee will operate a variety of small and medium equipment on a regular basis. The operation of some large equipment may be necessary.

WORK HOURS:

Regular attendance is necessary job function required for this position. This is a 40 hour a week position. Scheduled working hours vary depending on the season, program or event. Overtime, early mornings, late evenings, holidays, or weekends are needed to complete job.

ADA REQUIREMENTS:

The incumbent must have full use of upper limbs and lower extremities, especially hands and fingers (for equipment operation), and must be able to lift objects in excess of 60 pounds. Eyeglasses or corrective lenses may be worn to provide 20-20 vision for the incumbent. Hearing aids are also satisfactory.

Questions? Please contact Recreation Director Jeff Hulsey at 770-684-2705.