

# **City of Brooksville**

## **JOB DESCRIPTION**

<b>POSITION TITLE:</b>	<b>Park Attendant I</b>
<b>DEPARTMENT:</b>	<b>Parks/Facilities</b>
<b>DIVISION:</b>	
<b>SUPERVISED BY:</b>	<b>Parks/Facilities Supervisor</b>

**POSITION SUMMARY:** Performs work involving the maintenance, cleaning and/or repairing of park and City facilities utilizing manual tasks and/or with various types of specialized equipment. May be scheduled to work nights, weekends and Holidays, and subject to call out. Primary functions are directed through and supervised by the Parks/Facilities Supervisor.

### **ESSENTIAL JOB FUNCTIONS:**

- Mowing, weed-eating, maintenance, and landscaping of Park and public facilities.
- Pick up trash containers and clean rest rooms.
- Weed all bushes, trees, and flower beds of City property, facilities, and street right-of-ways and medians.
- Perform minor carpentry and repair work; build and repairs fences, tables, benches, swings, etc., paint building, shelters and exercise stations, and maintain/repair irrigation system.
- Operate hand and power tool equipment.
- Prepare and maintain playing fields for daily or special event use.
- Work safely, diligently and responsibly at completing assigned duties.

### **JOB STANDARDS:**

Education and Experience: Any combination equivalent to the education and experience described below that provides for the knowledge, abilities and skills to perform the essential job functions would be qualifying.

Education: High school diploma or GED

Experience: One (1) or more years experience in landscaping or maintenance of grounds and facilities.

Licenses & Certifications: Valid Florida Driver's License. Must be insurable by City's current insurance carrier.

### **CRITICAL SKILLS, ABILITIES & EXPERTISE:**

Physical Requirements: Use of fingers, arms, hands and legs are constant. Good eyesight (correctable) and hearing (correctable) are essential. Walking, standing, working in heat and high humidity are very frequent. Standing, squatting, stretching/reaching, climbing, bending at waist, turning, balancing, pushing, pulling,

kneeling, driving, and medium lifting and/or carrying (up to 45 lbs) are constant. Heavy lifting and/or carrying (over 45 lbs) are occasional.

Equipment: Telephone/radio, small tools (i.e., wrenches, screwdrivers, pitchfork, shovel, etc.), Carpentry tools (i.e., skill saw, etc.), vehicle, tractors, runabouts, push mowers, gas trimmers, and gas blowers.

Skills & Expertise: Ability to follow directions and complete assignments accurately and on time. Ability to perform assigned duties timely and effectively while working carefully and complying with safety rules. Ability to learn operational characteristics of assigned equipment, safe handling techniques, and identify and avoid potential occupational hazards. Ability to safely operate assigned equipment in all weather conditions. Ability to lift and load (up to 45 lbs.) into assigned garbage and trash collection equipment. Ability to project a good public image and maintain effective customer relations. Ability to interact effectively with co-workers to carry out job requirements. Interact courteously with the public, officials, supervisors, and co-workers. Willingness and ability to exercise sound judgment, and perform at an acceptable level of efficiency and productivity. Actively support the Department's and the City's goals, programs, and objectives and willingness and ability to comply with the City's regulations and procedures. Ability to work independently without close supervision. Ability to read, comprehend, implement, and complete written and/or oral directions in English. Ability to maintain an acceptable attendance record. Must maintain an acceptable driving record and be insurable by the City's insurance carrier.

**ENVIRONMENTAL FACTORS:**

Job Location: Primary location is within the City of Brooksville Parks/Facilities Department located in Brooksville, Florida and other facilities within the City of Brooksville jurisdiction.

Work Environment: Constantly works outdoors, occasionally inside a vehicle and indoors. Work alone and with others, working with moving objects, during adverse weather conditions, high noise, and vibrations are constant.

**NON-ESSENTIAL/SECONDARY FUNCTIONS:**

- Performs any additional duties as directed by Parks/Facilities Supervisor or City of Brooksville management staff.

**Reasonable accommodation will be made for otherwise qualified individuals with a disability.**

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Supervisor Signature**

\_\_\_\_\_  
**Date**

<b>HR INFORMATION</b>	<b>REVISION DATE: June 2013</b>
<b>FLSA STATUS: Non-Exempt/Hourly</b>	<b>EEO CATEGORY: 8</b> <b>W/C CODE:</b>
<b>PAY GRADE: 578</b>	<b>PAY RANGE:</b>