

CITY OF SHELTON

PARKS AND RECREATION DEPARTMENT

JOB DESCRIPTION

TITLE: PARK MAINTAINER

GENERAL DESCRIPTION:

This is a responsible, semi-skilled position involving parks and grounds maintenance and the use of grounds maintenance equipment.

Work involves responsibility for the safe and effective operation of mowing equipment, operation of trucks and tractors and other powered equipment. Duties include mowing, raking, snow removal, field preparation, brush clearing, tree removal, landscaping and the installation and minor repair of playground equipment.

This position also has the responsibility for making basic parks maintenance decisions. The work requires that the employee have some knowledge, skill and ability in grounds and park maintenance functions.

SUPERVISION RECEIVED:

Works under the general supervision of the Director of Parks and Recreation and the Superintendent of Parks and Recreation or their designee.

EXAMPLES OF DUTIES:

- Operates as a regular assignment, parks maintenance equipment, including but not limited to mowers, tractors, trucks, snow blowers, snow plows, rakes, chain saws, power tools and line painting equipment.
- Performs manual labor tasks to maintain lawns, playing fields, buildings, courts, park equipment, landscapes, paved areas, parking lots, roads and woodlands by mowing, sweeping, raking, rolling, shoveling, sawing, cutting, spraying, repairing and plowing.
- Performs routine maintenance duties on assigned equipment.
- Performs related work as required and as may be assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

- Some knowledge of the methods, materials and procedures of parks and grounds maintenance, conditioning and repairs.
- Good ability to operate parks and grounds maintenance equipment and trucks safely.
- Good ability to make minor repairs and do routine servicing of assigned equipment.
- Good ability to learn to operate a wide variety of equipment.
- Good ability to understand and follow oral instructions.
- Good ability to work without close supervision.
- Good ability to perform moderately heavy manual labor - including lifting, bending, stretching and reaching in all kinds of weather.

- Good ability to establish and maintain effective working relationships with superiors and coworkers.
- Must be in good physical condition.
- Must be physically able to perform the duties set forth in this job description.
- Good ability to work and deal satisfactorily with superiors, peers and the public.

QUALIFICATIONS:

Completion of the tenth grade plus some parks maintenance or related experience including the operation of power and maintenance equipment and power tools, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis.

SPECIAL REQUIREMENTS:

Must have a valid Connecticut Class 3 driver's license. A Commercial Driver's License (CDL) is preferred.

This description lists only those job duties necessary for salary evaluation and does not include each and every job requirement.

CITY OF SHELTON JOB POSTING 09212017
PARKS AND RECREATION DEPARTMENT
JOB TITLE: PARK MAINTAINER
HOURLY SALARY: \$22.49/HOUR - \$23.99/HOUR

NATURE OF WORK: This is a responsible, semi-skilled, full time position with the Park and Recreation Department.

EDUCATION, EXPERIENCE AND TRAINING: Completion of the tenth grade plus some parks maintenance or related experience including the operation of power and maintenance equipment and power tools, or an equivalent combination of education and qualifying experience substituting on a year-for-year basis. Some knowledge of the methods, materials and procedures of parks and grounds maintenance, conditioning and repairs. Must be in good physical condition.

The Park Maintainer Job Description is attached describing the examples of duties, supervision given and a more detailed job description, which terms and conditions will apply to each candidate.

HOW TO APPLY: Applicants may complete a City of Shelton job application available on the City of Shelton website www.cityofshelton.org (Human Resources page) or on the Job Posting Bulletin Board located outside the Human Resources Department, Shelton City Hall, 54 Hill Street, Shelton, CT 06484.

MERIT SYSTEM TESTING: Applications will be reviewed to ensure that each applicant meets the minimum qualification requirements. The top fifteen (15) candidates who successfully pass the written test will be invited to participate in a practical test and an oral panel interview. A combined score of the written test, practical test and oral interview will determine the ranking assigned to each candidate. The top ten (10) candidates will remain on a certified hiring list for at least one (1) year from which the City will hire. All job openings shall be advertised and filled pursuant to the applicable provisions of the City's Merit System Ordinance.

PROBATIONARY PERIOD: The successful candidate shall be subject to a six (6) month probationary period following the first day of work for the City of Shelton.

STARTING WAGE RANGE: **\$22.49/HOUR - \$23.99/HOUR** per the collective bargaining agreement between the City of Shelton and International Brotherhood of Teamsters, IBT Local 145.

JOB CLASSIFICATION: The Park Maintainer position (Division 3) is subject to the terms and conditions of the Collective Bargaining Agreement between the City of Shelton and International Brotherhood of Teamsters, IBT Local 145 dated August 12, 2016.

APPLICATION CLOSING DATE: Applications will be accepted through **5:30 pm Friday, October 13, 2017**, at Shelton City Hall, Human Resources Office on the first floor of Shelton City Hall, 54 Hill Street, Shelton, CT 06484.

This position description should not be construed as a complete listing of all duties and is not a contract of employment. The City of Shelton is an equal opportunity employer. EOE/MF