



Title: Park Maintenance Worker

FLSA: Non-Exempt

Pay Grade: 1

Min Pay: \$ 14.00/hr

---

### GENERAL SUMMARY

Employee will be responsible for performing entry level maintenance duties related to lawn/landscape, ball field maintenance, and irrigation repairs. Will perform day-to-day operations in the Parks Department including maintenance and upkeep of parks and recreation facilities.

### SUPERVISION

General supervision is provided by the Superintendent of Parks and Recreation. Employee will receive direct supervision from the Parks Crew Leader, depending on individual's experience and task complexity. Expected to perform routine assignments independently.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Ability to operate and maintain equipment (mowers, weed eaters, sprayers, tractors...).
- Operates a variety of standard power tools and equipment used in landscape and park maintenance activities on a regular basis.
- Use appropriate materials and equipment to complete assigned work according to specifications, verbal instructions, and established procedures.
- Plant and maintain landscape materials in parks, sidewalks, median strips, and other designated areas using appropriate equipment.
- Pull weeds, prune shrubs, and perform other related duties.
- Work in accordance with safety practices and procedures.
- Operate heavy-duty trucks in picking up and delivering materials or supplies and collecting and removing debris as assigned.
- Collects and disposes of trash from all parks designated throughout the City.
- Maintain a professional appearance at all times.
- Ability to operate various equipment associated with ball field maintenance (infield machine, tamper, paint striper, and field rakes).
- Ability to perform irrigation repairs and inspections.
- Perform other duties as assigned.

### SKILLS, KNOWLEDGE AND ABILITIES

- Must use a variety of hand and power-operated tools and equipment, such as shovels, picks, weed eaters, and mowers.
- Be motivated and able to work independently.

- Communication skills to work effectively as a team member and answer public inquiries.
- Ability to understand and follow oral and written instructions.

**OTHER DUTIES AND RESPONSIBILITIES**

- May perform portions of the work of higher classified positions occasionally, as assigned.
- May perform duties of similar complexity in any City department as required or assigned.

**MINIMUM EDUCATION, CERTIFICATION AND EXPERIENCE REQUIREMENTS**

- Prefer previous experience in a similar position.
- Knowledge of plant materials helpful.
- Must possess a valid Texas driver’s license.
- Must have a High School diploma or equivalent (GED).
- Ball field experience preferred.
- Irrigation repair experience preferred.

**PHYSICAL REQUIREMENTS/WORK ENVIRONMENT**

Work is performed outdoors in all weather conditions.

Physical strength sufficient to lift up to 50 pounds: to push a wheelbarrow containing up to 50 pounds over uneven terrain. Physical stamina is required to sustain physical labor for the entire eight (8) hour shift on a regular basis.

The physical demands and essential functions described here are representative of those that must be met by an employee, with or without reasonable accommodations, to successfully perform the functions of this job.

**ACKNOWLEDGEMENT**

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job. The City retains the right to change or assign other duties to this position.

The essential functions described here are representative of those that must be met by an employee, with or without reasonable accommodations, to successfully perform the functions of this job. As evidenced by my signature below, I have read my job description and have fully understood my duties and responsibilities related to my employment with the City of Royse City. Further, I understand that if, at any time, I am unclear as to what my job duties and responsibilities are, or what is expected of me, I will notify management immediately to interpret these duties and expectations. This job description in no way constitutes a contract or agreement for employment.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Human Resources

\_\_\_\_\_  
Date