

CITY OF PLYMOUTH
Job Description

Department: Park & Recreation **Title:** Laborer/Maintenance

Reports To: Park Superintendent and Maintenance Supervisor

Status: Full-time **FLSA Status:** Nonexempt **Date Prepared:** 4/05

To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

General Purpose of Position: To perform general maintenance and grounds work for the City of Plymouth Park and Recreation Dept.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- * Inspect, repair, record and inform Supervisor on conditions of all playground and related recreation equipment.
- * Assist with seasonal laborer crews in maintenance, storage, setting up grounds keeping of all recreation equipment facilities.
- * Winterization of all facilities, equipment and water lines.
- * Report all problems of equipment and facilities to the Supervisor
- * Assists in cleaning of Park restrooms and Park facilities as needed
- * Maintenance of Park equipment
- * Work assignments include, but are not limited to, such routine tasks as the pickup and disposal of trash, mowing grass, trimming, general cleaning, removal of brush, painting, removal of snow, ball field maintenance, operation of equipment, pickup and delivery of supplies and equipment to specified areas.
- * Maintenance of City Pool, including but not limited to:
 - Ordering cleaning supplies
 - Chemical system monitoring, adjustments and standardize pool chemical control system, 7 days a week
 - Spring cleaning/start up of pool and fall closing procedures
 - Safety inspect pool area
 - Maintain City Pool by skimming and vacuuming, applying and regulating chemicals, and repairing and/or replacing filters, pumps, chlorinators, diving boards and ladders
 - Schedule on-call weekends to super chlorinate pool and add additional chemicals if needed
- * Represent oneself with pride and be loyal to the Park Department and the City of Plymouth both while on duty and off.

Supervisory Responsibilities: Minimal, as needed, for part-time crews

MINIMUM REQUIREMENTS:

Knowledge and/or Experience: High School diploma or GED, or equivalent work experience. Knowledge of maintenance practices on equipment and building utilities. Knowledge of pool procedures. Experience and knowledge of landscaping practices.

Language Skills: Ability to interact effectively with others. Must respond to situations and deal with public in a positive manner.

Mathematical Skills: Ability to add and subtract two digit numbers. Must know basic algebra, geometry, multiplication and percentages.

Reasoning Ability: Ability to apply common sense understanding to carry out detailed written or oral instructions. Ability to deal with problems without supervisory authority.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear, and climb or balance. The employee frequently is required to stand, walk, and/or sit. The employee is occasionally required to use hands to finger, handle or feel; to reach with hands and arms and to stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 60 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus.

Work Environment: Required the ability to work in outside weather conditions, the ability to climb and traverse uneven terrain and work around hazardous equipment and materials. The employee is occasionally exposed to high, precarious places, extreme cold and heat. Requires exposure to chemicals and cleaning supplies.

Certificates, Licenses, Registrations: Valid driver's license, Pool Operators License and Playground Certification (or be willing to obtain both). A valid Class B Commercial Drivers License within 90 days of employment may be required at the discretion of the Department Head and the Mayor.

Other Skills, Abilities, Qualifications: Must be able to operate the following:

Automatic and manual pick-up/dump trucks

Front end loader tractor

Tractor with multiple implement attachments

Landscape equipment; rota-tiller, hedge trimmers, string trimmers and hand tools

Maintenance equipment ranging from all hand tools to an arc welder

Vacuum

Push mower

Air compressor

Floor scrubber

Automatic sprinkler system

Equipment trailer

Pool maintenance and operating equipment including, but not limited to:

--Pool sweeper/cleaning equipment

--Chlorination system

--Ropes/buoys/hooks

--First Aid materials

--Self contained breathing apparatus

Brush chipper

Back pack sprayer/blower

Mowing tractors

Golf carts

Trash sweeper

This job description is a general description of essential job functions -- it is not intended as an employment contract, nor is it intended to describe all duties someone in this position may perform.

Other duties may be assigned -- all employees of the City of Plymouth are expected to perform tasks as assigned by City of Plymouth supervisory/management personnel, regardless of job title or routine job duties.