



City of Cloquet Job Description

POSITION: Street & Parks Maintenance Person - Temporary/Summer Seasonal
DEPARTMENT: Public Works-Streets
REPORTS TO: Street/Parks Department Supervisor

SUMMARY

Performs various types of manual labor and semi-skilled repair work in the maintenance of City streets and parks.

ESSENTIAL FUNCTIONS OF THE JOB

Performs general grounds maintenance, mows grass, and maintains trees and shrubbery with hand and power equipment.

Maintains and marks ball playing fields.

Performs cleanup and maintenance of catch basins.

Performs blacktop and other repairs on roads, shoulders, and ditch areas.

Picks up and removes trash from Cloquet Avenue, parks, campground, public buildings and grounds.

Cleans sidewalks.

Prepares sites for sodding and assists in sodding; limbs trees, brushes areas, weeds flower beds and planting areas.

Washes and cleans equipment and vehicles.

Performs all other duties as apparent or assigned.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Ability to do manual work. The requirements listed below 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.

EDUCATION AND/OR EXPERIENCE

High School Diploma or equivalent. Must be at least 18 years of age.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to carry out simple verbal or written instructions necessary for the performance of semi-repetitive manual tasks.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals and calculate fee rates. Ability to compute rate, ratio, and percent.

REASONING ABILITY

Ability to work independently and to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to act in a decisive manner, using good judgment. Must be able to assess problems and situations, anticipate needs and evaluate alternatives.

OTHER KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of equipment operation and maintenance.

Knowledge of construction.

Ability to work with tools, machines, vehicles including lawn mower and weed whips.

Ability to read and record data, understand and follow directions and regulations.

Must be able to operate in an efficient and safe manner all equipment and vehicles required for this position and in accordance with City policy and direction.

CERTIFICATES, LICENSES AND REGISTRATIONS

Minnesota Class D Driver's License.

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 use hands to finger, handle, or feel objects, tools, or controls and talk or hear. The employee frequently is required to stand; walk; sit; stoop, kneel, crouch, or crawl; and taste or smell. The employee is occasionally required to climb or balance.

The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and depth perception.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing 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 regularly works near moving mechanical parts and in outside weather conditions and is regularly exposed to fumes or airborne particles and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals, extreme heat, and risk of electrical shock.

The noise level in the work environment is usually loud.