



City of Cloquet Job Description

POSITION: Parks Maintenance Person
DEPARTMENT: Parks
REPORTS TO: Assistant Director, Public Works

SUMMARY

Responsible for maintaining and repairing the City's various park and recreation facilities and grounds.

ESSENTIAL FUNCTIONS OF THE JOB

Mows grass, fertilizes, aerates, top dresses and maintains trees, plant areas and shrubbery with hand and power equipment in City parks, public property and public rights of way.

Maintains and stripes baseball, softball and soccer playing fields; Maintains pickleball and basketball courts.

Performs maintenance operations and repairs on public buildings, facilities and equipment, rope tow equipment including light vehicle maintenance and repair.

Handles snow removal, salting and sanding of parks properties, ice rinks, parking lots and sidewalks.

Installs, maintains, inspects, and repairs playground equipment.

Monitors skate park conditions.

Responsible for setup, take down and maintenance of ice skating and hockey rinks, including flooding, cleaning and sweeping.

Collects and removes trash from various parks, streets, and campground.

Performs maintenance on the swimming pool, including pumps and filters and chemical monitoring systems.

Grooms and maintains cross country ski trails, bike trails, and tubing hills.

Performs landscape functions including planting and transplanting of trees, removal of leaves; preparing ground for seed, sod and plantings; garden maintenance, including planting plants, weeding and mulching; and removal and disposal of diseased trees, tree limbs, shrubs, plants and other debris.

Repairs fences, gates, walls, and walks. Paints fences and outbuildings.

Performs herbicide application to park areas.

Prepares ground, forms and pours concrete.

Maintains and completes asphalt patching to correct cracks and settlement sections on park trails.

Performs electrical, mechanical and plumbing repairs and minor construction in park buildings.

Provides routine maintenance, including snowplowing within the public works department, including the divisions of street, water and wastewater as required or requested.

Start up and winterize park irrigations systems.

Performs other duties as apparent or assigned.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. 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. Park maintenance experience in a municipal setting and forestry/turf management experience is desired.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

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 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.

Familiarity with the inspection and maintenance of playground equipment.

Knowledge of construction.

Ability to work with tools, machines, vehicles.

Knowledge of turf management.

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.

Basic knowledge of best practices and identification of invasive species and pests

CERTIFICATES, LICENSES AND REGISTRATIONS

Minnesota Class B Commercial Driver's License Permit at hire and actual license obtained within 6 months from date of hire

National Certified Pool Operator Certificate within 1 year of hire

Must have, or within six months of hire obtain, Competent Person Training Certificate in compliance with Confined Space Entry, Trenching and Excavation procedures

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 drawl; 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 100 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.