



DATE	April 2023
JOB CODE	
FLSA	NON-EXEMPT
EEO	

JOB TITLE: Maintenance Worker I
 DEPARTMENT/DIVISION: Various
 REPORTS TO: Varies

SUMMARY: Responsible for maintaining City landscape and park facilities to include: removing debris and trash from City grounds; planting flowers and trees; building and repairing fences; painting facilities; and, cleaning park restrooms. May assist ball field crews by grooming, chalking, raking, and shoveling. May operate and provide minor repairs and preventative maintenance for mowers, weed wackers, and other small engine equipment. May assist in park equipment inspection. Work is performed with close supervision (although most tasks are so routine that little supervision is required).

ESSENTIAL JOB FUNCTIONS:

- Performs a variety of landscape maintenance activities, which includes: mowing, trimming, edging, raking, fertilizing, aerating, and watering lawns, grounds, and other areas; planting, weeding, mulching, and spraying plant bed areas; planting, pruning, trimming, and removing trees; and/or, performing other related activities.
- Picks up and removes trash from medians, parks, greenbelts, creeks, drainage areas, ponds, right-of-ways, and/or other open spaces.
- Inspects assigned areas, corrects and/or reports safety hazards.
- Operates a variety of hand and power tools and equipment including hand and power mowers, small tractors, generators, weed cutters and chippers, spreaders, edgers, blowers, hedge trimmers, chain saws, rakes, shovels, hoes, brooms and other tools. Drives a variety of trucks and other vehicles.
- Observes safe work methods and uses safety equipment. Secures work sites from hazards as needed.
- Performs other duties as assigned.

POSITION SPECIFIC JOB FUNCTIONS:

Parks & Recreation

Athletics

- Performs a wide variety of activities in support of the preparation and maintenance of athletic fields, which includes: painting lines on a variety of athletic fields; chalking and cleaning base pins; installing bases; performing minor infield irrigation repairs; installing tents and temporary fencing for special events; repairing fences, base pins, bleachers, soccer goals, foul poles, and related items; shoveling and raking sand; and/or, performing other related activities.

Grounds Maintenance

- Performs a wide variety of activities in support of grounds maintenance, which includes: removing graffiti; designing and installing landscape areas; installing irrigation lines; cleaning and sanitizing restrooms; power washing pavilions, walls, sidewalks, and restrooms; and/or, performing other related activities.

Playground Construction

- Performs a wide variety of activities in support of playground areas, which includes: installing park fixtures and playground equipment; inspecting and repairing playground equipment and surface materials; and/or, performing a variety of other related activities.

SUPERVISORY/BUDGET RESPONSIBILITIES:

- None.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of basic arithmetic, including proportions and volume.
- Knowledge of the operation and minor maintenance of various vehicles and equipment used in grounds maintenance work.
- Knowledge of safety precautions pertaining to the work;
- Knowledge of practices and procedures of general maintenance work;
- Skilled in utilizing landscaping tools and equipment;
- Skilled in writing, reading and comprehending instructions in English;
- Skilled in performing varied vegetation control and landscape maintenance work in a safe, efficient manner;
- Skilled in performing manual labor;
- Skilled in operating, maintaining, and repairing a variety of hand and power tools;
- Skilled in performing a variety of grounds maintenance and vegetation control activities;
- Skilled in communicating effectively with a variety of individuals.

MINIMUM QUALIFICATIONS:

- Eighth grade education.

PREFERENCES:

- One year related experience.

WORKING CONDITIONS:

- Frequent climbing, balancing, reaching, sitting, standing, walking, stooping, kneeling, crouching, talking, seeing, hearing, smelling, and manual dexterity.
- Occasional lifting and carrying of over 100 pounds.
- Work is typically performed in an outdoor environment, with potential exposure to adverse weather conditions.
- Work is occasionally performed in close quarters, high and precarious places, and near moving mechanical parts.
- Potential exposure to risk of electrical shock, vibration, fumes, and airborne particles.

CONDITIONS OF EMPLOYMENT:

- Must pass pre-employment drug test.
- Must pass criminal history check.
- Must pass motor vehicle records check.
- Depending on area of assignment, a valid State of Texas Commercial Driver's License with tanker endorsements may be required within 3 months, as well as other certifications.