



HAMILTON TOWNSHIP

JOB DESCRIPTION

Position Title:	Park Crew (Seasonal)
Department:	Public Works
Immediate Supervisor:	Public Works Director
Pay Rate:	\$17.50
Hours:	7:00am – 3:30pm; 4 days per week within M - F
Duration:	Up to six (6) months
Classification:	Non-Exempt

JOB SUMMARY:

The seasonal Park Crew member is responsible for assisting with the maintenance and upkeep of township parks, park buildings, and grounds. The seasonal Park Crew member operates landscaping equipment and performs general ground, building and park maintenance duties which vary by day / season.

QUALIFICATIONS:

- Must be 18 years of age or older
- Valid Ohio Driver's License
- High School Diploma or equivalent

RESPONSIBILITIES AND DUTIES:

- Grass mowing, pruning/cutting trees, brush and other vegetation utilizing motorized equipment
- Applies herbicides to vegetation
- Performs maintenance and minor repairs to equipment to keep in working order
- Shovels backfill, reshapes/digs ditches/trenches
- Removes trash and general park cleanup
- Moves and loads supplies and materials
- Cleans office and/or garage, general maintenance on buildings
- Athletic field preparation and maintenance
- Other related park maintenance duties as directed

ESSENTIAL FUNCTIONS:

- Operation of riding and/or push mowers, weed cutters, power blowers, chain saws, small utility vehicle, passenger vehicles and other landscaping equipment as needed
- Basic knowledge of gardening, mechanical, and other hand tools.
- Perform manual labor, including but not limited to lifting, mowing, hand digging, and brush removal

KNOWLEDGE, SKILLS AND ABILITIES:

Any combination of training and work experience which indicates possession of the skill, knowledge, and abilities listed above. 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. An example of acceptable qualifications for this position is:

- Operation of riding and push mowers.
- Operation of passenger vehicles (cars and pick-up trucks).
- Operation of specialized maintenance equipment (e.g. chain saws, weed cutters, power blowers, and other equipment as needed).
- Operate and maintain cellular phone and two-way radio equipment.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to perform daily equipment inspection reports.
- Ability to assess, plan, organize, and execute essential job functions without a need for constant supervision.
- Ability to cooperate with fellow employees and general public.
- Ability to understand written and oral instructions.
- Ability to work in a variety of weather conditions.
- Be self-motivated, enthusiastic and require little to no supervision.
- Have pride in working for the public and pride in oneself.

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 accommodation may be made to enable individuals with disabilities to perform the essential functions.

Meets entry level physical requirements pertaining to health as required by PERRP.

While performing job duties, the employee is regularly required to talk, hear, and use hands to finger, handle, or feel. The employee frequently is required to stand and reach with hands and arms. The employee is required to walk, sit, climb or balance, stoop, kneel, crouch, or crawl, and taste or smell. The employee must regularly lift and/or move more than 10 pounds, frequently lift and/or move up to 50 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, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is subject to inclement weather and/or weather extremes; exposed to fumes or airborne particles (e.g. dust, pollen) and equipment vibration. The employee is exposed to moving mechanical parts and herbicides. The noise level in the work environment is usually loud.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; motor vehicle license check, background check; physical; drug and alcohol test; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.