

# City of Gering Job Posting Notice

Job Title: Park Caretaker

Department: Park

Grade Level: IBEW

Scale \$13.29 - \$17.96

Posting Period: February 29 – March 15, 2016 (open until filled)

Application Deadline: 4:30 p.m., March 15, 2016 at the Gering  
City Administration Office, 1025 P Street, Gering, Nebraska.

Job Description: Attached

## POSITION DESCRIPTION

Class Title: **Park Caretaker**  
Department: Park  
Status: Non-Exempt

Grade Number: IBEW  
Date: August, 2010  
Safety Sensitive: Yes

### **GENERAL PURPOSE**

Performs semi-skilled work in the maintenance of public grounds, buildings and equipment. Occasionally supervises seasonal workers. Work assignments require different skills such as mechanical, plumbing, electrical, carpentry, welding and grounds maintenance experience.

### **SUPERVISION RECEIVED**

Works under the immediate supervision of the Park Maintenance Supervisor.

### **SUPERVISION EXERCISED**

Occasionally supervises seasonal workers.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Operate and maintain mowing and park equipment.

Repair, paint and maintain buildings and equipment.

Construct new buildings and miscellaneous projects such as benches, picnic tables, fences and playground equipment.

Water, seed, fertilize, spray and mow park lawns and athletic fields.

Paint, maintain and remove trees.

Keep all grounds, buildings, shops and restrooms clean.

Maintain non-surfaced roads and parking lots.

Pour concrete.

Remove and install sod.

Prepare parks and recreational facilities for opening, closing and special events.

Perform snow removal of park sidewalks and City buildings.

Maintain and make minor and major repairs on plumbing, electrical and water systems.

Perform installation, maintenance and repair functions on irrigation systems.

Perform installation, maintenance and repair functions on sidewalks.

Performs snow removal functions.

Does routine vehicle maintenance.

Performs related work as required.

### **PERIPHERAL DUTIES**

Operates a small backhoe, loader, tractor or mower.

### **DESIRED MINIMUM QUALIFICATIONS**

#### **Education and Experience:**

- (A) Completion of the high school or equivalent combination of training or experience.
- (B) Prior education or experience in general maintenance and repair of buildings, grounds, and equipment
- (C) 18 years of age or older.

#### **Necessary Knowledge, Skills and Abilities:**

- (A) Ability to operate vehicles, backhoe, tractor, and mower.
- (B) Knowledge and ability to perform minor and major carpentry, plumbing, electrical and water repair work.
- (C) Ability to communicate orally and in writing.
- (D) Ability to use equipment and tools properly and safely.
- (E) Ability to understand, follow, and transmit written and oral instructions.
- (F) Ability to establish effective working relationships with employees, supervisors, and the public.

### **SPECIAL REQUIREMENTS**

- (A) Valid state driver's license with CDL endorsement, or ability to obtain one.
- (B) Possession of a valid Nebraska Pesticide Applicators License or ability to successfully pass the test for such license at the first opportunity.

### **TOOLS AND EQUIPMENT USED**

Pickup truck, lawn and landscaping equipment, including tractors, mowers, airifier, chainsaw, edgers, weed trimmers, electric motors, pumps, sprinklers, irrigation systems; miscellaneous hand and power tools for turf maintenance, carpentry, painting, plumbing, electrical, and cement finishing work; swimming pool equipment including chlorination system, pumps, boiler, valves, filtration devices, gauges, etc; janitorial equipment including floor buffers, steam cleaner, carpet cleaners, washers, vacuums, mops, brooms, and dusting equipment.

### **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 reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must 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, color vision, peripheral vision, depth perception, and the 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 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. The employee frequently works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is usually loud.

## **SELECTION GUIDELINES**

Formal application, rating of education and experience; oral interview and reference check; 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.