

**ROWAN COUNTY  
HUMAN RESOURCES**

**JOB DESCRIPTION**

**Job Title** : Park Maintenance I  
**Department:** Parks & Recreation  
**Revised** : October 2013

**Class** : Service Maintenance  
**FLSA** : Non-exempt

*This job description supersedes any prior description for the Park Maintenance I classification.*

**GENERAL DESCRIPTION**

Skilled physical labor involving the use of acquired skills in the maintenance and repair of park facilities and equipment. Supervision is given to several part time and seasonal personnel. Work is normally performed under the supervision of the Park Maintenance Supervisor, who gives instructions and reviews work upon completion. In some parks, daily supervision is received from the Park Supervisor.

**ESSENTIAL JOB FUNCTIONS** (Any one position may not include all of the duties listed, nor do the listed examples include all tasks which may be found in positions of this class.)

Installs and repairs recreational equipment; constructs and repairs park facilities; paints signs and buildings, maintains and repairs maintenance equipment.

Maintains landscaping, which may include planting grass, trees, or shrubs, mowing grass, removing weeds, spraying chemicals, laying gravel, fertilizing, and watering; operates tractors and a Bobcat in performance of duties.

Trims and cuts trees using a chainsaw as needed.

Maintains parks facilities including mopping floors, striping and waxing floors, cleaning windows, dusting, and ensuring facilities are clean and ready for use.

Answers questions and gives directions concerning park operations in person or by telephone.

Completes some electrical and plumbing repair as needed.

Opens park for operation which may include opening gates, unlocking concession stands, raising flags, and turning off alarm systems.

Cleans restrooms and shower houses in park; empties trash and restocks restroom supplies.

Maintains order and enforces regulations within the park.

**OTHER JOB FUNCTIONS**

Assists with the training of new employees.

Prepares and maintains a variety of records and reports.

Performs related duties as required.

*Management reserves the right to add or amend duties at any time.*

**Job Title:** Park Maintenance I

**Page** : 2

### **KNOWLEDGE, SKILLS, AND ABILITIES**

Considerable knowledge of departmental rules and regulations.

Considerable knowledge of landscaping techniques.

Working knowledge of concession stand operations.

Skill in operation of lawn maintenance equipment, tractors, Bobcats, and chainsaws.

Ability to communicate effectively, orally and in writing.

Ability to establish and maintain effective working relationships with park clientele, fellow employees, and the general public.

Some knowledge of welding, carpentry, and minor plumbing repair.

### **PHYSICAL REQUIREMENTS**

Work in this class may include sitting, walking, bending, stooping, and lifting weights of approximately 65 lbs or less unassisted and weights over 65 lbs with assistance. Work may include both indoor and outdoor activity where employee is exposed to elements of nature: cold, hot, rain, snow, sleet, ice, etc. Employee must be able to maneuver in tight places such as the crawl space under a building, climb ladders, step over obstacles, step on and off machinery, etc. Work will include operation of a motor vehicle. Employee may be exposed to hazardous materials.

### **EXPOSURE CONTROL**

Work is likely to cause direct contact with blood or other body fluids to which universal precautions apply. Personal protective equipment should be available and worn.

### **MINIMUM EXPERIENCE AND TRAINING**

Graduation from high school or GED equivalency. Experience in landscaping, grounds maintenance, minor household repairs, and public contact are required. Must have a valid driver's license.

**This job description does not create an employment contract,  
implied or otherwise.**