

Position Title: Maintenance I Worker
Department: Recreation Department
FLSA: Non-Exempt
Reports To: Maintenance Superintendent & Crew Chief

Job Summary:

Under direct supervision of the Maintenance Superintendent a person in this position will carry out various maintenance duties. Incumbent will work with other maintenance employees in building maintenance, mowing, weed eating and lawn and ball field preparation as needed. Also works within in facilities to clean, set up and prepare buildings for daily activities. This position requires weekend rotating duties and on call duty.

Major Responsibilities:

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

- Mowing grassed areas, cutting and trimming shrubs
- Trash pick-up and clean-up of buildings, athletic facilities and parks
- Making minor repairs to buildings, areas and equipment
- Setting up equipment and preparing facilities for athletic and special events
- Required to be available for rotating on call assignments as well as available for recall if weather dictates additional field preparation.

Desired Knowledge, Skills and Abilities:

- Knowledge of general machine operations (mowers, blowers, weed eaters, etc.) preferred
- Ability to follow directions and work cooperatively with other staff members
- Must be able and eligible to drive department vehicles. (trucks, mowers, tractors, etc.)
- Requires the ability to convey and exchange information, read and follow instructions and to provide report of daily duties
- Ability to communicate effectively with the public
- Must possess a strong work ethic and a positive team player attitude

Physical Requirements:

- Job is predominately outside and often requires heavy lifting.

Minimum Qualifications:

- Minimum age required is 18
- High school diploma or its equivalent

- Consent to criminal background check
- Possess and maintain a valid Class I, Georgia, motor vehicle license
- Provide a 3 year MVR