

JOB ANNOUNCEMENT

The Human Resources Dept. is accepting applications for a
TEMPORARY, FULL-TIME **Park Maintenance I** position

Pay Range: **\$15.00 – \$18.15** per hour

OPENING DATE: **June 19, 2009**

CLOSING DATE: **July 2, 2009**

Applications & additional information available at City Hall; 424-6200

THE CITY OF CORDOVA IS AN EQUAL OPPORTUNITY EMPLOYER

JOB DESCRIPTION

POSITION TITLE: TEMPORARY, FULL-TIME PARKS MAINTENANCE I

DEPARTMENT: PARKS & RECREATION

SUPERVISOR: PARKS & RECREATION DIRECTOR

POSITION SUMMARY: This is a temporary full-time 6 month position, under Supervision of the Parks & Recreation Director. Performs general labor and maintenance on City owned parks, camper parks, recreation facilities and properties.

ESSENTIAL FUNCTIONS:

1. Assists in Camper park maintenance and collections. Tasks to include:
 - a. daily janitorial & clean up duties
 - b. painting
 - c. light construction & carpentry
 - d. vandalism repair
 - e. assists in collection of fees from camper park users.
2. Maintains community parks, playgrounds, and recreation facilities. Tasks to include:
 - a. repair and replace playground equipment
 - b. grounds maintenance, grass cutting, general landscaping.
 - c. general repairs, & janitorial duties
 - d. daily trash collection
 - e. painting
 - f. safety inspection of playground equipment

OTHER RESPONSIBILITIES:

1. Performs related work as required.

EDUCATION, EXPERIENCE AND SKILLS REQUIRED:

1. Ability to acquire some skill in the use of standard equipment and power hand tools particular to the area of assignment.
2. Ability to understand and follow oral and written instructions.
3. Ability to work with little or no supervision, given proper instructions. Ability to read and write.
4. Physical strength and ability sufficient to perform routine or heavy manual tasks depending on area of assignment, ability to lift up to 70 pounds.
5. Some experience in routine labor work.
6. Possession of a valid driver's license, Class B CDL preferred.

The above job description is intended to describe the duties of an employee in general terms and does not necessarily describe all of the job duties. 3/03