

RESOLUTION NO. 68-2019

Adopting a Job Description for the Position of Part-Time Parks Maintenance Staff.

WHEREAS, City Council wishes to adopt a job description for the position of Part-Time Parks Maintenance Staff;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the job description for the position of Part-Time Parks Maintenance Staff (Class Specification No. 251) as attached hereto be and the same is hereby adopted.

SECTION 2. That the Clerk of Council be and hereby is instructed to record this Resolution in full in the appropriate record book.

Adopted November 18, 2019

/s/ Bonnie D. Michael  
President of Council

Attest:

/s/ D. Kay Thress  
Clerk of Council

***CITY OF WORTHINGTON***  
**POSITION DESCRIPTION**

<b>POSITION TITLE:</b> Part-time Parks Maintenance Staff	<b>CLASS:</b> 251
Department: Parks & Recreation	
Date: November 18, 2019	
Reports To: Parks Manager/Parks Crew Leader	Updated:

**General Statement of Duties**

Under the supervision of the Parks Manager and Parks Crew Leader, the Part-time Parks Maintenance Staff perform a variety labor intensive tasks for the upkeep and maintenance of public lands and recreational facilities operated by the City of Worthington Parks & Recreation Department.

**Essential Functions of the Position:**

Operate motor vehicles and motorized equipment including trucks, tractors, mowers and construction equipment as applicable to the program, including snow removal from City parks, playgrounds and parking areas;

Operate a variety of hand and power tools;

Perform athletic court and field maintenance including dragging baseball and softball fields, laying out and marking of playing fields, seeding, fertilizing, aerating, mowing, inspecting and repairing of lighting and nets;

Maintain buildings including custodial duties and the upkeep of shelter houses and restrooms with painting, plumbing, carpentry and electrical repairs;

Conduct horticultural care in the development, construction and preservation of planted areas and trees by proper pruning, planting, watering, mulching and weeding;

Construct and maintain playground areas through the cleaning, raking and weeding of all surfaces and performs regular scheduled inspections/repairs of structures and amenities;

Establish and maintain turf through proper seeding, fertilization, irrigation practices;

Set-up and tear down tables, bleachers, chairs and sound equipment for special events at various locations.

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

Sound judgment and initiative in carrying out assigned tasks with a minimum amount of supervision;

Ability and willingness to work in inclement weather throughout the year;

Ability to properly use equipment for a sustained period of time in a safe manner and observe all personal safety procedures;

Use tact and courtesy in dealing with the public and other staff while performing assigned duties;

Ability to perform labor related tasks as required for maintenance activities;

Ability to lift and carry 25 lbs. frequently, and up to 50 lbs. occasionally;

Regular and predictable attendance.

## **Minimum Requirements of the Position:**

Be a graduate from a standard senior high school course of study or its equivalent and possess a current valid Ohio Driver's License.

The 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.

This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution No. 68-2019; Effective November 18, 2019