

TOWN OF STOWE, VERMONT

JOB DESCRIPTION

JOB TITLE: Parks Seasonal Groundskeeper
PAY: \$25.00 per hour
SUPERVISOR: Parks Superintendent

PURPOSE OF JOB

The purpose of this position is to perform a variety of physical labor tasks on all facets of the parks, buildings and grounds facilities, as well as the landscaping of all Town facilities.

ESSENTIAL FUNCTIONS

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.

Reports directly to Parks & Recreation Department Foreman and/or Superintendent with daily contact and instruction.

Performs a wide range of grounds, landscaping and related duties, including maintenance of parks, fields and other recreation facilities and Town ground and landscaped areas.

Performs maintenance and physical improvement work for the Town Recreation Path.

Operates Bobcat; light equipment such as mowers, tractors, and hand-held equipment.

Responsible for vehicle and equipment maintenance of department resources.

Works on grounds and landscaping in the Town's cemeteries.

Provides janitorial duties daily.

Responsible for stocking janitorial supplies.

Promotes a safe and respectful work culture through positive role modeling and strong communication skills; immediately puts a stop to any speech or behaviors which are discriminatory or otherwise conveys disrespect to others.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

A high school diploma or equivalent and two years' experience in general landscaping. Some experience working with small engines, carpentry and plumbing. Must have experience operating light equipment, or be able to learn it quickly. A valid Vermont driver's license.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to exercise judgement in determining time, place and/or sequence of operations.

Human Interaction: Requires the ability to function in a team environment interacting with other employees and the general public.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information. Good verbal communications and interpersonal skills.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division.

Functional Reasoning: Requires the ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to resolve problems.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in solving problems.

ADA COMPLIANCE

Physical Ability: Tasks require the regular, and at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stopping, kneeling and crouching, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds). Tasks may involve extended periods of time in a vehicle or working with vibrating equipment.

Sensory Requirements: Some tasks require the ability to perceive and discriminate visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as humidity, temperature extremes, and noise or traffic hazards. Most work is performed in the field out of doors, at times during inclement weather and over rough and varied terrain. Some work must be performed at night or during early morning hours.

EMPLOYEE ACKNOWLEDGEMENT

I acknowledge that I have received a copy of this job description and understand the duties and expectations herein. This 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.

Employee signature

Date