

Parks Maintenance Seasonal Worker Position Description

Position Title: Parks Maintenance
Seasonal Worker - PT

Department: Parks & Recreation

Pay Rate Range: \$13.50 to \$16.00 per hour

FLSA: Non-Exempt / Hourly

Last Update: February 28, 2025

Reports To: Parks Maintenance Foreman

Position Summary

Under the guidance of the Parks Maintenance Foreman, the Parks Maintenance Worker will be responsible for the maintenance and upkeep of the City's parks and recreation facilities. This position will also provide assistance to other departments as needed.

Work Tasks

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Weekend work should be expected and will be required June, July and August.

- Performs maintenance in parks, public works facilities, and city owned buildings
- Completes various maintenance and construction projects as directed
- Perform startup and closing of irrigations systems, artificial stream, and pond fountain
- Maintain and repair irrigation systems as needed
- Mow city-owned property as directed along with a variety of general grounds duties.
- Performs snow removal as directed.
- Paints city facilities as needed
- Assists at other facilities owned by the City as requested
- Operates a variety of equipment/machinery used in building and grounds maintenance, including tractor, trucks and plows, toolcat with attachments, ball field drags, blowers, mowers, aerators along with a variety of related hand and power tools
- Provides assistance to other departments as requested
- Follows all policies and procedures of the department as outlined in the City of Altoona Personnel Manual

Knowledge, Skills, and Abilities

The following list is representative, but not fully inclusive, of skills necessary to be successful in the job.

- Ability to work independently and be self-directed
- Ability to work with small groups of summer seasonal employees
- Ability to follow directions
- Ability to follow safety rules and procedures
- Ability to attend all safety trainings

- Ability to communicate effectively with co-workers, supervisor and the public
- Ability to successfully operate hand tools, power equipment, pickup trucks, trailers, tractors and other maintenance equipment.
- Ability to perform each essential duty noted above satisfactorily; reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

Physical Capabilities

The following list is representative, but not fully inclusive, of the physical capabilities necessary to be successful in the job.

- Must be able to reach in all directions, climb, carry and bend/stoop to trim trees, operate equipment and perform general park maintenance;
- Must be able to frequently lift sixty (60) pounds or more without assistance;
- Must be able to visually see details at close range (within a few feet of the observer);

Working Conditions

Work is completed indoors and outdoors, with most work being outdoors. Required outdoor work may be in a variety of environmental extremes such as heat, cold, rain, snow, wind, noise, fumes, some exposure to fumes and chemical hazards.

Licenses and Certificates

- Must possess valid driver's license.

PRE-EMPLOYMENT DRUG SCREENING IS REQUIRED along with periodic random tests consistent with the Wisconsin Department of Transportation Standards.

EOE/ADA

The City of Altoona is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.