

# CITY OF SELAH

## PUBLIC WORKS DEPARTMENT BALLFIELD MAINTENANCE WORKER-TEMPORARY



*This job description is intended to present a descriptive list of the range of functions and duties assigned to the position. It does not recite, establish or limit all functions and duties of the position, and additional or different functions and duties may be assigned – either permanently or temporarily. It is not intended to reflect all duties performed within the job.*

**Department:** Public Works

**Classifications:** Temporary; Part Time; Non-Union; Non-Exempt

**Benefits:** Washington State Paid Sick Leave provided

### **Summary of Position**

Under the general supervision and direction of the Park Supervisor, this position is responsible for a variety of duties associated with the care and maintenance of the City's restrooms, playing fields for game preparation and during league and tournament play. *This is a temporary position, and will require work in the evenings and on weekends. May be required to work holidays and/or split shifts.*

### **Minimum Requirements**

Must be at least 16 years old and have reliable transportation. Previous work experience in grounds maintenance and/or experience with baseball or softball preferred.

Must possess a valid Washington State Driver's License.

### **Supervision and Direction to be Received**

Under the direction of the Public Works Utility Supervisor or his/her designee. No supervision exercised, except may supervise summer help.

### **Essential Job Functions:**

Position will include preparation and care of baseball fields, softball fields, parks and park facilities during times of work, including but not limited to raking, dragging, and marking fields, mowing lawns, moving items, cleaning facilities, etc.

Assists in the care and maintenance of City facilities and ballfields, including watering, dragging, raking, and lining fields. Weed and litter control on all fields and adjacent park property.

Occasionally cleaning and resupplying restrooms, which includes sweeping, moping, and cleaning fixtures, and other areas as necessary.

Uses hand and power tools to perform maintenance or repair work as needed. Operates small motorized lawn and field vehicle/equipment.

Provides continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality customer service.

Requires regular and reliable attendance.

**Necessary Knowledge, Skills and Abilities**

- Must be able to work independently and as part of a team; be highly motivated, organized and skilled at meeting deadlines; and should have a sense of urgency to complete tasks in a timely manner.
- Must be able to communicate clearly and effectively, with employees and members of the public representing diverse education and background.

**Special Requirements**

Work is primarily done outside with exposure to all weather extremes, be exposed to insects, animals, pollen, dust, noxious odors, mud, water, needles, drug paraphernalia and/or toxic chemicals. Capacity for sustained attention to functioning machinery and equipment. Physical strength and ability sufficient to perform heavy manual labor for extended periods under wet, cold, and generally unpleasant conditions. Frequent climbing and balancing while on stairs, ladders and other inclines. Frequent bending/twisting at knees/waist/neck while performing mechanical repairs, maintenance items and other tasks as assigned. Occasional kneeling/crouching/crawling while making repairs in confined spaces and awkward positions. Continuous use of both hands and arms in reaching/handling/grasping/fingering while performing duties. Occasional heavy work includes lifting and carrying up to 50 pounds and operation of a variety of vehicles, equipment, hand tools and machinery. On rare occasions may be required to lift heavier weight with the assistance of others or mechanical devices up to 100 pounds. Continuous use of all senses including feeling/talking/hearing/seeing while performing duties and while communicating with co-workers, general public and completing all tasks as assigned. Must be able to distinguish color and maintain long-term and short-term memory. Will be required to wear safety protective gear when necessary. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions

I have read and understand this class description.

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Signature

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Date