

POSITION IDENTIFICATION:

Title:	MAINTENANCE SERVICE III
Department:	Parks and Recreation
Status:	Full Time Non Exempt Employee
Salary Schedule:	Hourly AFSCME Union Local #1353
Salary:	\$24.52 – \$30.25

POSITION SUMMARY:

This position performs manual labor with some operation of light equipment. Employees who work under this classification may operate riding lawn mowers, manual push type lawn mowers, weed whackers, chain saws, hedge trimmers, post hole diggers, and other similar equipment and tools. Operation of assigned equipment, along with manual labor tasks, will be directed by the Parks & Recreation Director or the MS I/Park Foreman with tasks usually well defined. Assignments are usually received in the form of specific work orders. Work may be performed without direct supervision after instructions are received. There may be many tasks that will be accomplished with hand tools such as shoveling dirt and snow, sweeping ice rinks and sidewalks, building projects with wood, and other assignments. The Maintenance Service III position person may, from time-to-time, be required to operate equipment classified as Maintenance Service II operative equipment.

I. ESSENTIAL DUTIES AND RESPONSIBILITIES

- A. Must have or be capable of getting a Minnesota Class B Drivers License with airbrake
- B. endorsement. (Acquire one in a reasonable time when the proper City official requests it.)
- C. Acquire a good working knowledge of the City of Crookston park system and Crookston Sports Center.
Ability to do hand work and general laboring tasks, both indoors and outdoors.
- D. Ability to work outdoors for extended periods of time when necessary, sometimes due to emergencies.
- E. Ability to withstand exposure to variable weather conditions, either extreme heat or cold.
- F. Be able to trim shrubs and trees.
- G. Be able to plant trees, shrubs, grass, and to lay sod and maintain flower beds.
- H. Mow lawns by hand and/or on riding lawn mower.
- I. Use hand tools such as a tree pruner, chipper, rake, shovel, weed whacker, hedge trimmer, sod cutter, etc.
- J. Willingness and ability to work safely and practice safety procedures.

II. OTHER DUTIES AND RESPONSIBILITIES

- A. Work with other departments when directed.
- B. Seasonal shift work may be required.
- C. Shovel snow and dirt by hand.
- D. Sweep sidewalks and parking lots with a broom or sweeper.
- E. Clean buildings and wash windows and glass above dasher boards in the arenas.
- F. Keep buildings neat and clean.
- G. Empty trash barrels and waste baskets
- H. Clear ice sheets for ice skating.
- I. Help make outdoor and indoor ice rinks (flooding with water).
- J. Ability to learn how to operate ice resurfacers and edgers.

- K. Perform other related duties as directed by Foreman.

III. ENVIRONMENT

- A. Primary: During winter weather, on occasions may be required to withstand extended periods of time of below zero degrees outdoor climate and work under extreme weather conditions that may include snow, sleet or rain. Must be able to withstand extreme heat during the summer time and still be able to perform manual labor, as well as operate equipment. Must be able to work under some noise conditions caused by light and heavy equipment. Secondary: May encounter noise and vibrations exceeding 80 decibels (constant or intermittent) causing marked distractions or possible hearing loss if not properly equipped with hearing protection when the project allows for it.
- B.

IV. KNOWLEDGE, SKILLS AND ABILITIES

- A. Requirements Involved:
1. Equipment Requirements: Operate light equipment such as a pickup truck, tractor, riding mower, etc. Also operate various hand tools and ice resurfacer.
 2. Other Requirements:
 - a. Ability to learn the City's park system, including the Crookston Sports Center, its operating function and daily maintenance requirements.
 - b. Ability to learn how to safely operate specific equipment.
 - c. Must be familiar with the City's safety rules and Safety Handbook.
 - d. Must be familiar with the City's personnel policies and Personnel Handbook.
 3. GED Requirements:
 - a. Mathematical development (GED Level 2): Must be able to multiply, divide, use fractions and read instruction manuals and work books.
 - b. Language Development (GED Level 3): Must be able to communicate effectively and be able to read text and journals related to the Park Department industry.
 - c. Reasoning Development (GED Level 4): Must be able to interpret written and verbal instructions and use logic to solve problems.
- B. Schedules and Other Conditions:
1. On Call: May be subject to recall back to work.
- C. Physical Demands:
1. Vision: Normal vision needed with or without correction. Requires both near and far acuity.
 2. Hearing: Normal hearing needed. Must be able to distinguish between sounds and the human voice with a great deal of background noise (with or without correction).
 3. Speech: Must be able to communicate effectively with others.
 4. Lifting Needed: May be required to lift or drag heavy equipment, tools, or barricades, etc. May have to shovel heavy soils or snow by hand. May perform other tasks from time-to-time that requires a certain amount of strength to successfully perform the duties.
 5. Walking and Mobility Needed: Must be able to walk while carrying, dragging or lifting. Must be able to ascend and descend stairs and ladders. Must have the ability to steady oneself and keep from falling.
 6. Hands and Arms: Must be capable of reaching (extending the hands or arms in any direction); handling (seizing, holding, grasping, turning, or working with the hands); fingering (picking, pinching, or otherwise working with the fingers); and feeling (perceiving attributes of objects such as size, shape and texture).

V. MINIMUM REQUIREMENTS

- A. High schooldiplomaor GEDequivalent.
- B. Valid Minnesota Class B Drivers License with airbrake endorsement.

VI. DESIRABLE QUALIFICATIONS

- A. Previousexperienceinpublicworksor park maintenance.

NON-DISCRIMINATION POLICY

The City of Crookston does not discriminate on the basis of

handicapped status in the admission or access to, or treatment,
or employment in its programs and activities.

AA/EOE