



## Job Description

### Seasonal Maintenance

#### Job Summary:

These employees will be involved in all facets of the daily maintenance operations including, but not limited to: equipment operation and maintenance, turf maintenance, irrigation maintenance, daily field preparation and facilities maintenance. Employees must also be able to interact with the patrons and carry themselves in a professional manner.

#### Supervision:

The Seasonal Maintenance Staff will report to the supervisors. After training, all staff will be expected to complete their daily tasks in accordance to the training manual.

#### Task Description

1. Equipment Operation/Maintenance
  - a. Operation of equipment in a safe and appropriate manner
  - b. Preventative maintenance practices
2. Athletic Field Preparation
  - a. Prepare all athletic fields for scheduled activities
  - b. Inspect athletic areas
3. Facility Maintenance.
  - a. General maintenance
    - i. Trash removal
    - ii. Restroom cleaning and stocking
    - iii. Paved surface maintenance
  - b. Turf maintenance
    - i. Mowing
    - ii. Trimming
  - c. Athletic field maintenance
    - i. Irrigation repairs
    - ii. Field grading
    - iii. Field equipment installation/repairs
    - iv. Ancillary structure repair/replacement
  - d. Landscaping
    - i. Tree/shrub maintenance and installation
    - ii. Landscape maintenance
  - e. Playground maintenance and inspection
4. Communication, Professionalism, & Pride
  - a. Communicate with employees and users in a professional manner.
  - b. Take pride in the job's you perform.
  - c. Develop a team spirit throughout the entire workings of the department.
5. Perform related duties as assigned or as the situation dictates.

#### Compensation

Maximum of 40 hours per week with possible over-time. Wage rate may vary from minimum wage-\$9.50 per hour based on experience. Wage increases are influenced by overall performance. Must be able to work on weekends, evenings and holidays.

#### Qualifications

1. Valid driver's license
2. Be able to lift 60 pounds to a height of 48 inches
3. Excellent oral communication skills
4. Excellent interpersonal skills
5. Willingness to learn new skills
6. Good work ethic and ability to work without close supervision
7. Knowledge of light and heavy operating equipment is helpful