



**Department of Public Works**  
**Full Time Park Maintenance Craftsman**  
**JOB POSTING – October 25, 2021- Open until filled**

**Position Summary:** Miscellaneous manual tasks that require the highest degree of skill in maintaining buildings, grounds, and equipment. Exercises limited judgment as to work methods and procedures as operations are, with minor exceptions, routine and repetitive. Makes frequent contacts with the public. Errors could impede the City's recreation program. Continuous physical effort demanded in operating equipment, standing and lifting or carrying equipment, tools and materials, while performing duties under varying weather conditions.

**Essential Functions:** Performs a variety of carpentry and masonry tasks which are journeyman level in maintaining structures and equipment. Performs skilled mechanical repair of power mowers, tractors, and other equipment. Constructs and repairs chain link fences, benches, and grandstands. Maintains grounds – grading, seeding, fertilizing, spraying, lawn sweeping, trimming, loaming and liming. Maintains tennis courts, swimming pools and park buildings. Installs and maintains playground equipment; marks football and field hockey fields and baseball diamonds; painting. Operates motor equipment such as air compressors, gasoline saws, power mowers, and weed trimmers. Maintains cinder track, floods skating areas and removes snow from ice surface. May supervise a small crew of workers at a lower skill level such as laborers, helpers, and maintenance men.

**Knowledge, skills, and abilities required:**

- Skill in operating heavy motor equipment. Knowledge of:

- The operation, care and minor maintenance and adjustment of heavy construction and maintenance equipment.
- Hazards and safety precautions involved in operating heavy motor equipment.
- Ability to make minor repairs and adjustment to equipment and appurtenances.
- Ability to understand and follow oral and written instructions.

**Experience required:** Three (3) years' experience in buildings and grounds maintenance; or any equivalent combination of education and experience

**Education, certification, licensure, or other similar requirements:** High School Diploma or equivalent; Must possess a valid Massachusetts Driver's License Class D

**Supervision:** Works under supervision of City Forester or Working Foreman. *Supervises:* None

**Job Environment:** Field work is performed outdoors with loud noise levels and exposure to variable weather conditions/hazards associated with heavy motor equipment; The workload is subject to seasonal and weather-related fluctuations; Responds to emergencies, operates telephone; Errors could result in delay or loss of services, personal injury to self and/or others, damage to equipment, or monetary loss.

**Physical Requirements:**

1. Physical ability to manipulate heavy motor equipment
2. Must be able to operate a vehicle, heavy equipment, and tools. Tasks involve the regular and sustained performance of moderately physically demanding work, typically involving some combination of driving, climbing, balancing, stooping, kneeling, crouching, and crawling, and which involves the lifting, carrying, pushing and/or pulling of moderately heavy objects and materials (up to 50 pounds) and occasionally heavier objects and materials (up to 100 pounds).
3. Ability to lift heavy objects and to work continuously under varying weather conditions. Ability to understand and follow oral instructions and to maintain good public relations

*The physical demands described above are representative of those that must be met by an employee to perform the essential functions of this job successfully. Reasonable accommodation(s) if needed will be provided for the employee with the adequate strength, dexterity, coordination, and visual acuity in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.*

**Other Factors:** Errors could result in costly damage to equipment or result in breakdown in operation. Exercises some independent judgment on repair methods and replacement of parts; decisions subject to review while work is in progress. Tasks may require frequent exposure to adverse environmental conditions.

**Other requirements: Must be able to pass an employment physical, drug screening, and criminal background check.**

**Fair Labor Standards Act (FLSA) status:** Non-Exempt (hourly)

**Employment Status & Hours:** Regular Full Time, 40 hours per week, Monday-Friday, 7:00 a.m-3:00 PM

**Pay rate:** Grade PW18: Min- \$18.47, Max- \$20.11 per hour, paid biweekly

**Employee Benefits:** Health, Dental, Life Insurance & Flexible Spending Account.

**Reports to:** DPW Foreperson or Working Foreperson

**Apply by completing a Labor Service Application ON LINE:**

**Return the completed Labor Service Application to:**

**Personnel Department, City Hall, 536 Dwight Street, Room #17, Holyoke, MA 01040**

**or via email to: [Personnel@Holyoke.org](mailto:Personnel@Holyoke.org)**

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