

CITY OF OAKWOOD

An Equal Opportunity Employer

POSITION DESCRIPTION

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Class Title: Athletic Field Maintenance/Groundskeeper

Dept./Div:	Leisure Services	Reports To: Program Supervisor
Employment Status:	Seasonal	Supervises:
FLSA Status:	Non-Exempt	

QUALIFICATIONS: An example of acceptable qualifications:

Previous experience in maintaining athletic fields and facilities.

LICENSURE OR CERTIFICATION REQUIREMENTS:

Ohio Driver's License.

MINIMUM ACCEPTABLE CHARACTERISTICS: (* indicates developed after employment)

Knowledge of: equipment, materials, methods and procedures used in routine maintenance and repair activities;

Skill in: operation of listed tools and equipment.

Ability to: perform a task for an extended period of time; work safely; communicate effectively both orally and in writing; establish and maintain effective working relationships with co-workers, supervisors, and the general public; follow oral and written instructions.

ESSENTIAL FUNCTIONS OF THE POSITION: For purposes of 42 USC 12101:

35% (1) Operates riding and hand lawn mowers, trimmers and weed eaters.

35% (2) Sets-up and lines sports fields.

10% (3) Performs routine field maintenance.

5% (4) Cleans and sanitizes restroom facilities.

5% (5) Collects and disposes of leaves, litter and other debris.

5% (6) Sprays grass, shrubs, and trees with fertilizer, herbicides and insecticides.

5% (7) Performs painting and other routine maintenance duties.

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(8) Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.

(9) Demonstrates regular and predictable attendance.

OTHER DUTIES AND RESPONSIBILITIES:

(10) Performs other related duties as required or assigned.

EQUIPMENT OPERATED: The following are examples only and are not intended to be all inclusive.

Riding and hand lawn mowers; trimmers; weed eaters; shovel; rake; common hand and power tools; sprayer; truck or vehicle; mobile radio; telephone.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:

1. Is exposed to environmental conditions which may result in injury from fumes, odors, dusts, mists, gases, and/or poorly ventilated work areas.
2. Is exposed to possible injury from hazardous gases, chemicals, flammables, or air contaminants.
3. Works in or around crowds.
4. Has exposure to hot, cold, wet, humid, or windy weather conditions.
5. Occasionally lifts up to 75 pounds.
6. Is exposed to possible injury as a result of working with many mechanical parts of equipment or machines.
7. Is exposed to possible injury due to unclean or unsanitary conditions.
8. Ascends or descends ladders or stairs.

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My (employee) signature below signifies that I have reviewed and understand the contents of my position description.

(Approval of Appointing Authority)

(Date)

(Employee Signature)

(Date)