

CITY OF FARMINGTON
POSITION DESCRIPTION

Title: Seasonal Worker

Department: Public Works

Location: Department of Public Works, 33720 W. Nine Mile Rd.

Date: February, 2018

GENERAL PURPOSE:

Performs a variety of unskilled and semi-skilled tasks in the maintenance and operation of parks, open spaces, grounds, turf and related facilities.

SUPERVISION RECEIVED:

Works under the immediate supervision of Crew Chief.

SUPERVISION EXERCISED

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Mows and maintains parks and open space areas; mows lawns; weeds; plants; cleans and maintains courts and appurtenances; maintains sprinkler systems and assists in the repair and installation of sprinkler lines and heads; assists in the routine maintenance of buildings, vehicles, roads, sidewalks, water lines and sewers; performs some basic painting in the parks, cemeteries and other City facilities.

Performs routine maintenance on lawn and power equipment.

Carries out the seeding, top dressing, soil conditioning and watering.

Maintains and adjusts specialized turf care equipment and tools, including electric motors, pumps, sprinklers, tractors, mowers, and irrigation systems.

Operates tractors, mowers, jack hammers, trucks, steam cleaners, buffers, washers, and other listed equipment as needed. Maintains current skills and knowledge in the proper and safe techniques of building and grounds maintenance functions.

Assists in setting up and taking down equipment for various functions and programs, prepares facilities for program use.

Assists in the construction of new open space facilities, including clearing, grading, drainage, and foundation work.

Keeps records of work completed.

PERIPHERAL DUTIES

Performs backup duties for related positions, as assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- (A) Minimum of 18 years of age and high school graduate or GED equivalent; or

PREFERRED QUALIFICATIONS

(A) Working knowledge of equipment, materials and supplies used in building and grounds maintenance; Some knowledge of equipment and supplies used to do minor repairs; Working knowledge of applicable safety precautions.

(B) Skill in operation of listed tools and equipment.

(C) Ability to work independently and to complete daily activities according to work schedule; Ability to lift heavy objects, walk and stand for long periods of time, and to perform strenuous physical labor under adverse field conditions; Ability to communicate orally and in writing;

(D) Ability to use equipment and tools properly and safely; Ability to understand, follow, and transmit written and oral instructions; Ability to establish effective working relationships with employees, supervisors, and the public.

SPECIAL REQUIREMENTS

Valid Michigan driver's license.

TOOLS AND EQUIPMENT USED

Pickup truck; lawn and landscaping equipment, including tractors, mowers, scarifier, chain saw, edgers, weed trimmers, electric motors, pumps, sprinklers, irrigation systems; miscellaneous hand and power tools for turf maintenance, carpentry, painting, plumbing, electrical, and cement finishing work; janitorial equipment including floor buffers, steam cleaner, carpet cleaners, washers, vacuums, mops, brooms, and dusting equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is constantly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee frequently works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment is usually loud.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.