

### Parks Maintenance Worker (Seasonal)

Department: Parks, Recreation, Open Space & Trails

Division: Parks

FLSA Status: Non-Exempt

Job Level: S102

#### Job Summary

Responsible for maintaining Town parks, park equipment and improvements including playing fields, restrooms, trash collection, tennis courts, pavilions, and other park amenities. Work schedule includes some weekends and holidays.

#### PROST Mission

*The Town of Crested Butte Parks, Recreation, Open Space and Trails Department ("PROST") enriches the lives of residents and visitors through inclusive year-round recreational programming, conservation and stewardship of vital open spaces and trails, and access to exceptional public park amenities. We value community connection, collaboration, high quality of life, and our valley's rich natural and cultural heritage.*

#### Duties and Responsibilities

1. Mows, trims, edges, fertilizes, and waters parks, playing fields and other landscaped areas; weeds, prunes, mulches, fertilizes, and sprays trees, plants and shrubbery; prepares soil for planting; seeds and re-sods lawn areas; plants trees, seedlings and shrubs.
2. Collects trash, debris and recycling from Elk Ave., parks, and other public areas.
3. Inspects assigned areas; corrects or reports safety hazards; cleans and maintains park grounds, fields, paved areas and paths; grooms and prepares ball fields and other park facilities for public use.
4. Operates a variety of small equipment (mowers, trimmers, passenger vehicles, etc.).
5. Supports the set up and clean up for Special Events.
6. Provides friendly customer service to the public.
7. Maintains a variety of records; makes periodic and special reports of work performed.
8. Follows safe work practices and procedures; utilizes appropriate safety equipment.

# Town of Crested Butte

## Job Description

### Preferred Knowledge and Skills

Knowledge of:

- Use and minor maintenance of commonly used hand and power landscaping and building tools and equipment.
- Safety practices and procedures; basic first aid.
- Landscaping practices.

### Minimum Job Requirements

Must possess a valid Driver's License.

### Background Investigation

Employment is contingent upon the results of a comprehensive education/experience background investigation and a criminal history record check.

### Working Conditions and Physical Effort

Strength and physical ability to perform duties in a park maintenance setting, including operating light and medium vehicles, hand and power equipment; stamina to perform sustained physical labor, including standing, walking, climbing and working in confined or awkward spaces; strength to lift and maneuver materials and equipment weighing up to 50 pounds of force; vision to read printed materials; and hearing and speech to communicate in person or over the telephone. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

Work is subject to performance under adverse environmental conditions, with exposure to potentially hazardous herbicides and pesticides.

The Town of Crested Butte is an equal employment opportunity employer. We will make reasonable accommodations to qualified applicants and employees in accordance with the ADA.

*This job description is intended to describe the general nature and level of work expected of this position. This description is not intended to be construed as an exhaustive listing or description of all responsibilities, duties and skills required of incumbents in the job.*

### PROST Organizational Chart

