

THE MORRIS COUNTY PARK COMMISSION

Job Description

Title: Park Maintenance Worker

Full Time - Salary Grade: Local 32 - Class IV

Division: Park Maintenance

Applicants must have a valid New Jersey Driver's License. Interested candidates can find an application at [Employment - Morris County Park Commission](#) where the full job description and application instructions are available.

Position Charter:

The mission of the Park Maintenance Department is to provide a safe, aesthetically pleasing and enjoyable environment in which park patrons can participate in satisfying recreational, cultural and educational activities. Under the general direction of the Assistant Superintendent of Park Maintenance and other senior titles assigned to the Division, the Park Maintenance Worker performs park maintenance duties in multiple parks as assigned.

Essential Functions:

- Performs daily and seasonal maintenance tasks including but not limited to: turf management, trash management, facilities maintenance including janitorial duties, cleaning and setup, maintenance and repair of athletic, recreational and other park amenities and infrastructure, basic horticulture and landscaping including planting and maintenance, ground tree work, managing inventory, loading and unloading materials and supplies, leaf removal, snow and ice management, and maintaining and repairing walkways, trails, roads and parking areas in accordance with administrative guidelines, procedures and policies of the Park Commission.
- Uses tools and equipment associated with park and grounds maintenance, including but not limited to hand tools such as shovels, rakes, hoes, brooms, grabbers, loppers and hand pruners; power tools such as push mowers, string trimmers, hedge trimmers, chainsaws, leaf blowers, pole saws and chippers; and riding equipment such as commercial mowers, tractors, utility vehicles, blowers and snow plowing equipment. Maintains all tools and equipment in working order and reports deficiencies to supervisor.
- Operates Park Commission motor vehicles including trailers to transport personnel, materials and equipment on Park Commission property and public roadways.
- Works overtime to meet the needs of the Division including but not limited to, snow plowing, emergency tree removal and special events.
- Monitors and upholds a safe working environment ensuring consistent application and enforcement of established safety regulations including P.E.O.S.H. and Right-to-Know requirements. Utilizes appropriate safety equipment and procedures/practices for assigned duties. Reports compliance issues and deficiencies to the Assistant Superintendent; cooperates in efforts to initiate and maintain corrective measures.

Other Functions:

- Advises a supervisor of equipment and supply needs.
- Reports safety issues and non-routine maintenance needs to supervisor.
- Maintains basic records as required.
- Responds to public inquiries in a courteous manner, providing advice and assistance in the use of Park Commission facilities and resolving complaints in an efficient and timely manner and informs supervisor in a timely manner.
- Establishes and maintains effective working relationships with co-workers and other entities in the performance of assigned duties.
- Participates in programs and trainings related to safety, employee relations and maintenance operating procedures.
- Completes other projects and tasks as assigned.

Qualifications:

- Must be at least 18 years of age to be eligible for this position.
- Demonstrated ability to read, write and perform mathematical calculations at an eight-grade level.
- Knowledge of and experience with the tools, methods and materials used in grounds and landscape maintenance.
- Possession of a valid New Jersey driver's license.
- Ability to understand and follow written and oral instructions.
- Ability to work independently with minimal supervision and as part of a crew.
- Ability to perform the essential functions of the position with or without reasonable accommodation.
- Ability to maintain an attendance record in a manner to perform the essential functions of the position in a satisfactory manner.

Working Conditions:

- Majority of time is spent working outdoors in all weather conditions.
- Regular travel to and from work sites required.
- Occasionally must work with chemicals, in confined spaces, or around extreme noise or vibration.
- Occasionally must lift moderately heavy objects, materials, tools and equipment.
- Required to operate landscaping and grounds maintenance equipment including but not limited to power mowers, chain saws, riding and backpack blowers, string trimmers, snow plows, chippers, trailers, and tractors after receiving training on said equipment.
- Spends considerable time standing, sitting, walking, driving, kneeling, stooping crouching, squatting, climbing ladders, crawling and twisting of upper body.

Nothing in this job description restricts management's right to change the reporting-to supervisor, or to assign or reassign duties and responsibilities of this job at any time.