

Alleghany County Job Description

Job Title: Parks and Maintenance Assistant
Department: Parks and Recreation
Reports To: Parks and Maintenance Supervisor
FLSA Status: Non-Exempt
Prepared By: Chad Williams
Prepared Date: 10/25/07
Approved By: John R. Strutner
Approved Date: 10/25/07

SUMMARY

Performs maintenance tasks at parks, athletic fields, governmental complex, Senior Centers and various recreation sites throughout the County. Assists with recreation programs as needed. Performs other duties as assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Mowing, cutting brush and weeds, picking up trash, shoveling, raking, dragging and marking baseball fields, putting up fences, snow/ice removal, fertilizing and liming athletic fields, painting football and soccer fields, planting grass and other landscaping at all County maintained parks and facilities. Facility maintenance. Tape floors for basketball at school gyms. Assist at Kid & Senior fishing days, bike rodeo and other events as assigned. Performs other duties as assigned.

QUALIFICATIONS

Valid Virginia driver's license with good driving record; CDL preferred, but not required.

Knowledge of athletic field maintenance.

Ability to work independently and as a team.

Must be eighteen (18) years of age or older.

Subject to a complete criminal history background search and drug screening with acceptable results required.

OVERALL PHYSICAL STRENGTH

Must be able to lift and/or exert force of 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.

PHYSICAL DEMANDS

Continuous basis: Standing, walking, carrying, reaching, crouching, bending, vision, lifting, pushing, pulling, handling, hearing, and foot controls.

Frequently: Climbing, kneeling, and twisting.

Occasionally: Talking, sitting, and balancing.

ENVIRONMENTAL FACTORS

Daily: Mechanical hazards, dirt, dust, extreme temperatures, noise, vibration, fumes, and odors.

Weekly: Chemical hazards and fire hazards.

Monthly: Electrical hazards, communicable diseases, physical danger, and wetness/humidity.

MACHINES, TOOLS, EQUIPMENT, WORK AIDS

Included but not limited to: Vehicles, mower, weed eater, and chain saw.

EDUCATION AND/OR EXPERIENCE

High school diploma or equivalent. Experience maintaining athletic fields preferred. Experience with mowers and other power equipment.