County of Door
SEASONAL PARK AIDE

Status: Non Bargaining
Department: Parks
EEO: 08 Service/Maintenance

Salary: LTE
Revision Date: 03/10/2010

General Summary
This seasonal position under the direction of the Parks Lead Worker from April thru October or November. Performs upkeep on all Door County Parks; operates, repairs and does scheduled maintenance on all equipment.

Duties and Responsibilities

Essential Job Functions
1. Inspect parks and facilities for cleanliness and safety and correct all needs.
2. Plant trees, shrubs, flowers, grass, fertilize, install mulch and water various areas.
3. Performs minor maintenance on trucks and mowers such as changing oil and greasing as directed.
5. Paints and performs structural repairs to masonry, woodwork and furnishings of buildings.
6. Performs ground maintenance activities such as mowing lawns, trimming hedges, removing weeds and raking and disposing of leaves and refuse.
7. Build and or assemble equipment or facilities such as chain or wooden fences, shelters, picnic tables, park benches including mixing and pouring of cement, etc.
8. Abides by county policies and regulations.

General Job Functions
1. Assist with Wave Attenuator Dock System installation and removal in April and October.
2. May be required to operate with training, arm tractor, riding mowers, wood chippers, jackhammer, pick-up trucks, including towing various trailers and equipment.

Reporting Relationships
Reports to the Door County Parks Lead Worker

REQUIREMENTS

Training and Experience
1. High school diploma or GED
2. Must have a valid driver's license.

Knowledge, Skills, and Abilities Required
1. Ability to understand and carry out written and oral instructions.
2. Ability to work alone or work with senior seasonal or Lead Worker.
3. Ability to operate a wide variety of hand and power tools.
4. Ability to operate a wide variety of construction equipment.
5. Ability to perform heavy manual work.
6. Ability to work outdoors in various weather conditions.
7. Ability to make mechanical repairs.
8. Ability to communicate with public to determine needs.

installation; maintenance and repair to include basic knowledge of woodworking/carpentry and landscape maintenance.

Physical & Working Conditions

1. Perform manual labor for extended periods of time, occasionally lifting as much as 60 lbs. Manual labor may consist of but not limited to picking rocks, raking, pulling brush and shoveling.
2. Bending, kneeling, crawling, standing, sitting, and climbing are part of job.
3. Almost all of the time spent outdoors with exposure to various weather conditions. Some exposure to noise and vibration in the operation of tools and equipment. Exposure to mechanical hazards is present on a daily basis. Exposure to chemicals, heights, fumes, dust, etc are present occasionally but can be minimized with proper safety precautions to limit potential for injury.
4. Work schedule maybe 7a.m. to 3 p.m., Monday through Friday, maybe 6 a.m. to 5 p.m. Monday through Thursday, or variations depending on time of year and weather. Occasionally, some weeks may not be a full 40 hours due to weather conditions. Some weekend work maybe required. Occasional overtime maybe required.

The above is intended to describe the general content of the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements. They may be subject to change at any time due to reasonable accommodation of other reasons.

Approvals:

Geo B Pinney		3-10-10
Name	Department Head	Date
Kelly Hendley		3/18/10
Name	Human Resources Director	Date