



UPPER MACUNGIE
TOWNSHIP

Job Description

Summer Grounds Maintenance Laborer

| | |
|--|--|
| Status: Non-Exempt | Department: Public Works |
| Supervision Received: Under the direction of the Public Works Director, Parks Crew Team Leaders | Positions Directly Supervised: None |

Basic Function: This position maintains the Park system in a safe and well-maintained condition and assists the Crew Leaders in any tasks needed. This position is a seasonal position.

Essential Duties and Responsibilities:

1. Perform basic grounds maintenance and repair park amenities, structures, playgrounds, and other equipment.
2. Cut grass with zero turn mower, push mower, or trimmer.
3. Dig ditches, seeds grass, weeding, raking, edging of turf areas pruning trees and shrubs.
4. Operate light equipment such as lawnmowers, pick-up trucks, and other powered tools.
5. Cleaning and restocking of park restrooms and township buildings, empty trash receptacles and pick up litter.
6. Performs other duties as assigned.

Education/Experience: High School graduate or equivalent. Possess PA Driver’s License. Must have basic knowledge of landscaping and use of related equipment.

Competencies:

- Ability to multi-task
- Ability to work independently (with minimal supervision).
- Ability to follow written and oral direction.
- Customer Focus – commitment to serve the public; build and maintain customer satisfaction with the services offered by the Township; provides excellent service to the public.
- Collaboration Skills.

Physical Requirements: 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.

This position primarily works outdoors, in all types of weather.

While performing duties of this job the employee is regularly required to talk or hear. The employee frequently is required to stand, walk, use hands to finger, handle or feel objects, and reach with hands and arms. This position will require mobility (bend, stoop, kneel, crawl, and crouch) up to 8 hours a day.

This position exerts normal manual dexterity and eye-hand coordination; with the ability to lift or move material weighing over 50 pounds; may be asked to lift more than 10 pounds on a regular basis. Specific vision abilities required include close vision, distance vision, peripheral vision, depth perceptions, and the ability to adjust focus.

Position Type and Expected Hours of Work:

This is a seasonal position. Up to 40 hours a week. Must be able to work weekends. Schedules/hours vary. Monday through Sunday.

Other Duties:

Please note this job description is not designed to cover or contain comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.
