

TITLE: Park Attendant	REPORTS TO: Park Supervisor
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SUMMARY:

The Park Attendant performs a variety of Light and semi-skilled manual labor tasks as required within park, park facilities, lawns, grounds, greenways and other Village-owned or maintained areas.

QUALIFICATIONS:

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed below to perform light and semi-skilled labor on facilities, grounds, parks or similar settings. Experience operating landscaping equipment is preferred.

SPECIAL REQUIREMENTS:

Possession of a valid Driver’s License. May require minor medical training.

KNOWLEDGE, SKILLS AND ABILITIES:

- Some knowledge of standard practices, materials, tools, and equipment utilized in the area of assigned work;
- Working knowledge of hazards and applicable safety precautions associated with assigned area of work;
- Ability to operate light tools and equipment;
- Ability to use hand tools for gardening;
- Ability to understand and follow oral and written instructions; and
- Ability to establish and maintain effective working relationships with other employees and supervisor.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS:

1. Assists staff in all duties related to the day-to-day operations of the park including but not limited to:
 - Maintaining the cleanliness and orderliness of park grounds (lawns, shrubs, trees, and vegetation) and facility structures (rest rooms, offices, parking lots, benches, irrigation systems, and other park facilities);
 - Performing repairs and making improvements of park grounds and facility structures.
 - Professional Parking permit enforcement;
 - Helping with planning, organizing and preparing for small events or daytime programs held at the park;
2. Responsible for opening and closing the park.
3. Works accurately to complete assigned tasks.
4. Operates equipment and tools effectively to prevent damage to property and ensure safety.
5. May perform basic equipment maintenance.
6. Work may also require serving on-call.
7. Performs other duties as assigned.

PHYSICAL REQUIREMENTS:

Must be able to physically perform the basic life operational functions of standing, walking, talking, hearing, and repetitive motions. Must be able to lift and carry up to 50 pounds and occasionally 70 pounds with assistance.

Work subjects the employee to inside and outside environmental conditions, noise, vibration, hazards associated with maintenance work, fumes, odors, dust, mists, and oils.