



Village of Swanton

219 Chestnut Street Swanton, Ohio 43558

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www.villageofswantonohio.us

Position Title: Public Service C- Regular Part Time Seasonal

Department: Public Service

Position Reports to: Street Superintendent

Immediate Subordinates: None

Position Function

This position is responsible for maintenance of Village Parks

Job Responsibilities

- Maintain all Village Parks during the months of May to September
- Mow and trim grass
- Open the pavilion at Memorial Park when it is scheduled for use
- Empty trash containers, clean restrooms and remove animal waste
- Clean and maintain all shelter facilities
- This position must be able to interact with the public in a professional, courteous, and helpful manner
- All other park maintenance duties as assigned by the Street Superintendent

Knowledge, Skills, Abilities

Knowledge of: the principles and practices of general grounds and landscape maintenance as well as a basic identification and comprehension of common forbs, grasses, trees and shrubs; operating characteristics, maintenance requirements and safety procedures and precautions associated with operating and maintaining assigned equipment; the recreational activities being played at various Village facilities and the appropriate sports etiquette.

Skill in: operating and maintaining landscape maintenance equipment.

Ability to: follow oral and written instructions; make minor operating adjustments and to recognize operating deficiencies in assigned equipment; perform manual tasks under varied weather conditions; establish and maintain effective working relationships; positively interact with public and coworkers; and provide positive customer service.

Physical Requirements

The physical demands and work environment described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

In consideration of the overall amount of physical effort required to perform this position, the work is best described as *Medium Work*: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Physical demands that may be required continuously (2/3 or more of the time), frequently (1/3 to 2/3 of the time), and occasionally (up to 1/3 of the time) are noted below:

Continuous demands: standing, walking, reaching, handling, bending

Frequent demands: carrying, pushing/pulling, kneeling, crouching

Occasional demands: sitting, lifting, fine dexterity, crawling, twisting, climbing, balancing, foot controls

Sensory requirements necessary in the performance of the essential functions of this position include: sight, hearing, touch.

Environmental conditions that may exist in the performance of the essential functions of this job include:

Extreme heat (above 100 degrees)

Noise (need to shout in order to be heard)

Vibration (exposure to oscillating movements of the extremities or whole body)

Exposure to dust/gas/fumes/steam/chemicals

Work outdoors (no effective protection from weather)

Walk on uneven ground (gravel, rocks, mounds, construction sites)

Working around moving machinery (fork-lifts, tractors, mowers)

Protective equipment required (respirator, mask, earplugs, gloves, eyewear, etc.)

Potential exposure to infectious diseases

Experience and/or Educational Requirements

- High school diploma or the equivalent
- At least 18 years old
- Valid driver's license

Employment Period

May to September

VILLAGE OF SWANTON, OHIO

EMPLOYEE

By: _____

Rosanna V. Hoelzle

Village Administrator

Date: _____

By: _____

Date: _____