

LANCASTER RECREATIONAL LANDSCAPER/GROUNDSKEEPER

Position Purpose

The purpose of this seasonal position is to perform various grounds keeping tasks to assist the Recreation Committee with providing well-maintained and adequate spaces for public programming and use.

Supervision:

Supervision Scope: He/she will manage all recreation facilities and assist with sport, recreation and leisure programs in the community. The Recreation Director will monitor the care and maintenance of any equipment and facilities in the community.

Supervision Received: Works under the administrative direction of the Recreation Director within policy guidelines established by the Recreation Committee.

Supervision Given: Has no direct supervisory responsibility of seasonal employees and volunteers.

Job Environment:

Work is performed under typical outdoor conditions in the spring, summer and early fall within gymnasiums, athletic fields, town beach facility, tennis courts and all locations where programs are scheduled. Required to work flexible hours as needed.

Makes regular frequent contact with the general public, town officials, other town departments and officials, potential program instructors and others related to use of the public spaces.

Errors could result in reduced levels of service, or danger to the health and safety of the participants.

Use of a personal vehicle is necessary for transportation to the job sites.

Operates various yard and landscaping equipment including mowers and other tools necessary to complete job tasks.

Essential Functions:

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

Works under the general direction of the Recreation Director in performing the following:

- Leaf clean up and mowing the baseball and little league fields and surrounding areas (two fields located behind the town green and another on Mill Street)
- Clean-up of same areas, the town beach and additional locations near the town center

- Repairs of various kinds, such as dragging and edging baseball fields, trail maintenance, painting of sheds, and fence repairs
- Ability to operate a ride on and/or push behind mower and tools (provided by the town) required to complete the tasks listed above.

Recommended Minimum Qualifications

- Basic experience in landscaping, lawn care and repairs
- Ability to operate required equipment and machinery
- Valid Massachusetts state driver's license

Knowledge, Ability and Skill:

Knowledge: Knowledge of basic landscaping techniques and performing assigned tasks

Ability: Ability to plan, prioritize, and complete various maintenance tasks within the time allotted. Demonstrate an ability to follow oral and written instructions.

Demonstrate the ability to respond to requests and concerns, and work cooperatively with town government, Recreation Committee and the public

Skill: Demonstrate the ability to operate various equipment effectively including, but not limited to, push mowers, riding mowers, and other landscaping equipment and tools required to perform maintenance functions.

Physical Requirements

The physical demands described here are representative of those that must be met by an individual to successfully perform the essential functions of the job. While performing the duties of this job, the employee is frequently required to sit, talk and hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee must occasionally lift and or move up to 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

(This job description does not constitute an employment agreement between the employer and the employee. It is used as a guide for personal actions and is subject to change by the employer as the needs of the employer and the requirements of the job change.)