

Announcement No. 22.009

April 5, 2022

Seasonal Parks/Cemetery Maintenance Worker

Under the general supervision of the Parks & Recreation Supervisor. Performs general grounds maintenance work from spring cleanup, summer mowing and fall cleanup.

Essential Job Functions:

Daily operations/tasks performed include:

- ✓ Flower planting and maintenance.
- ✓ General lawn clean up, leaf blowing, raking, etc.
- ✓ Mows, trims and waters grass.
- ✓ Responsible for safe operation of blowers, mowers, weed trimmers and various hand tools.
- ✓ Performs a variety of cleaning and maintenance duties as required, including picking up litter and painting.
- ✓ May assist in Cemetery with burials.
- ✓ Assist with shrub and tree pruning and brush chipping.
- ✓ Present a professional appearance and attitude at all times. Interact with the public in a courteous and professional manner.
- ✓ Perform other duties as assigned by Parks & Recreation Supervisor.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

- ✓ Must be at least 18 years of age.
- ✓ Must have a valid State of Michigan driver's license.
- ✓ Experience in the operation of commercial grounds maintenance equipment preferred.
- ✓ Skilled in the safe operation of a variety of power and hand tools.
- ✓ Ability to establish effective working relationships and use good judgment, initiative and resourcefulness when interacting with residents, elected officials and other employees.

Parks work days: Monday – Friday 7:00AM – 3:00PM

Cemetery work days: Monday – Friday 8:00AM – 4:00PM

This is a seasonal position that is limited to four months or less (generally May through August). The wage range is \$13.00-\$17.00.

TO BE CONSIDERED CANDIDATES MUST SUBMIT A COMPLETED APPLICATION to the City of Traverse City, Human Resources Office, 400 Boardman Avenue, Traverse City, MI 49684 or via email to citypers@traversecitymi.gov. **Accepting applications until position is filled.**

Traverse City is an Equal Opportunity Employer