



## Seasonal Parks/Cemetery Maintenance Worker

### POSITION SUMMARY

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

### RELEVANT DETAILS

Temporary/Seasonal, **Parks work days:** Monday – Friday 7:00am – 3:00pm. **Cemetery work days:** Monday – Friday 8:00am – 4:00pm. \$15-\$18 per hour based on qualifications.

### APPLICATION PROCESS

Please Submit a completed application to the City of Traverse City Human Resource Office, 400 Boardman Avenue, Traverse City, MI 49684 or via email to [jobs@traverscitymi.gov](mailto:jobs@traverscitymi.gov) Position will remain open until filled. Application link: [Application](#)  
Application QR code:



### ESSENTIAL JOB FUNCTIONS:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

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

### REQUIRED KNOWLEDGE, SKILLS, ABILITIES & MINIMUM QUALIFICATIONS

1. Must be at least 18 years of age.
2. Possess & maintain a valid driver's license.
3. Experience in the operation of commercial grounds maintenance equipment preferred.
4. Skilled in the safe operation of a variety of power and hand tools.
5. Ability to establish effective working relationships and use good judgment, initiative and resourcefulness when interacting with residents, elected officials and other employees.