



**CITY OF HANOVER
EMPLOYMENT POSITION DESCRIPTION**

**PUBLIC WORKS/PARKS SEASONAL POSITION
POSITION WILL NOT EXCEED SIX MONTHS**

GENERAL DEFINITION OF WORK:

FLSA Status: Non-Exempt, Not Benefits Eligible

Performs light duty city maintenance work. This position is responsible for the general upkeep of city parks and properties by mowing lawns and picking up garbage. This position works under the supervision of the Lead Maintenance Worker.

ESSENTIAL FUNCTIONAL/TYPICAL TASKS:

Operating a mower to keep city properties clean. Also responsible for weed whipping in parks and city grounds, other tasks will include trimming trees, occasional cleaning of City Hall and Fire Department, and picking up any garbage left on city property. Will also be expected to complete minimum skilled tasks as directed by the Lead Maintenance Worker.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Lawn and landscape care of city own properties
- General upkeep of Public Works shop area
- Assist with Public Works related maintenance and repair tasks on streets, and in parks
- Operate light motorized and non-motorized equipment
- Drive city vehicles
- Prompt attendance during expected operating hours
- Good customer service to residents
- Follow all safety requirements of each job task
- Perform related tasks as required

KNOWLEDGE, SKILLS AND ABILITIES:

Ability to operate light machines such as mowers, trimmers, and hand tools. Ability to complete designated task with minimal direct supervision, have ability to establish and maintain effective working relationships with others.

EDUCATION AND EXPERIENCE:

Experience working outside in all weather conditions, with experience in yard work and small machinery.

PHYSICAL REQUIREMENTS:

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, shoveling, raking, lifting, and grasping; good communication; visual acuity is required for depth perception, color perception, peripheral

vision, visual inspection involving small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, and oils.

SPECIAL REQUIREMENTS:

Must be 16 years of age or older and possess a valid Minnesota Driver's License with a good driving record.