



JOB DESCRIPTION

PARK MAINTENANCE SUPERVISOR

JOB SUMMARY

The full time Parks and Recreation Maintenance Supervisor is responsible for supervising general parks and recreation programs including: general maintenance duties, supervising semi-skilled and unskilled subordinates, assisting with construction projects, cleaning the parks grounds and buildings, operating commercial mowers, small landscape related equipment and assisting with and supervising recreation events.

DEPARTMENT

- Parks and Recreation

IMMEDIATE SUPERVISOR:

- Director of Parks & Recreation

JOB DUTIES and RESPONSIBILITIES:

- Plans, coordinates, and supervises the maintenance of landscape and grounds in assigned parks, recreation centers, municipal facilities, and playgrounds, including inspection, maintenance management and improvement of City parks; evaluations maintenance issues, and recommends and implements solutions to provide safe, clean and aesthetically pleasing park facilities.
- Participates in and supervises the maintenance and repair work performed in various construction trades such as plumbing, masonry, carpentry, electrical, heating and air conditioning.
- Operate light vehicles, commercial mowers, small grass cutting/hedge trimming machinery, power tools, field chalk machines, field painters, field dragging machines and other specialized seasonal maintenance equipment.
- Oversee the maintenance at the Splash Pad
- Oversees the maintenance, new construction and remodeling of park facilities and structures
- Move supplies, personal property, picnic tables and equipment as directed
- Clean bathrooms and other public use areas
- Collect and dispose of garbage and litter as directed
- Develop understanding of applicable City / Park rules and report any violation appropriately.
- Setting up seasonal operations as directed (clearing trails, cleaning equipment, and setting up sports fields)
- Assist with setup, tear-down and the operation of necessary equipment and property related to recreation events, special events, and functions.

- The above is not intended as an exhaustive list of duties / responsibilities and the employee shall be required to perform any and all other related duties as directed by the Parks and Recreation Coordinator.

JOB REQUIREMENTS

Qualifications:

- Valid driver's license
- High School Diploma or G.E.D
- Considerable experience in grounds maintenance with some supervisory experience

SKILLS

- Capacity to work both independently and in a team environment
- Ability to adapt to the daily challenges associated with a busy work environment
- Excellent communication and customer service skills
- Ability to work in a variety of weather conditions
- Capacity to operate a variety of landscape and park maintenance equipment
- Capable of lifting equipment, tables and a variety of heavy objects
- Ability to work flexible hours including overtime, weekends, and nights
- Experience in small and heavy equipment operation and landscaping maintenance
- Knowledge in parks and maintenance and sports field management is desired
- Working knowledge of City properties and programs is desired

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The physical demands of the position are significant. While performing the duties of this job, the employee will frequently be required to walk, stand, sit, bend, talk and hear, and use hands to finger, handle or feel. The employee must be able to lift and/or move up to 30 pounds and may be required to do so on a frequent basis. The employee will be required to exert significant physical effort to perform the job duties and responsibilities of this job. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee works near moving mechanical parts and in outside weather conditions. The noise level in the work environment is usually moderate.

Please submit City of Springville application and resume to parks-rec@springvillealabama.org or in person at 160 Walker Drive, Springville AL