



City of Findlay

Job Title:	Temporary Support Staff – Parks Department	Job Category:	EEO-8
Department/Group:	Public Works	Tested	N/A
Exempt:	No	Classified:	N/A
Level/Salary Range:	\$13.09	Position Type:	Temporary/Seasonal
Appointed:	N/A	Hours:	10 hours shifts/4 days a week

Summary

Working under the general direction and Public Works Superintendent, Streets Supervisor, and Public Works Foreman, the incumbent will be responsible mowing and general maintenance of Parks and other areas as assigned.

Job Description

SUPERVISORY RESPONSIBILITIES

No supervisory responsibilities at this level.

ESSENTIAL DUTIES AND RESPONSIBILITIES – THE BELOW EXAMPLES OF ESSENTIAL DUTIES AND RESPONSIBILITIES ARE MEANT TO BE DESCRIPTIVE, NOT RESTRICTIVE:

- Mows grass and may perform some landscaping;
- Cleans restroom and other facilities as needed;
- Reports to supervisor any damage or repairs that might be needed;
- Picks up paper and other trash from grounds;
- Works with other City departments as directed;
- Performs other duties as required.

LICENSES AND CERTIFICATIONS

Valid Ohio Driver's License

EDUCATION AND/OR EXPERIENCE

High School Diploma or GED is desired, but not required

OTHER KNOWLEDGE, SKILLS AND/OR ABILITIES

- Ability to follow instructions both verbally and in writing;
- Ability to communicate effectively both verbally and in writing;
- Ability to work independently with little or no supervision;
- Ability to use lawn mower and other various lawn and grounds equipment;
- Ability to take initiative and start new tasks when old ones are completed.

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 must be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee



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frequently is required to stand; walk; use hands to finger, handle, or feel; and reach with hands and arms. The employee must frequently lift and/or move up to 100 pounds.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

The noise level is moderate to high and work is usually performed outdoors and it not protected from the external weather conditions.

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