

**TOWN OF MERRIMACK, NH  
PARKS AND RECREATION DEPARTMENT**

**POSITION CLASSIFICATION**

MAINTAINER - PART-TIME

**NATURE OF WORK:**

The employee in this position performs unskilled and semi-skilled labor in the maintenance of all Town buildings and grounds.

Work involves responsibility for the safe and efficient operation of tools, including power tools and light duty motor vehicles used in the maintenance of Town facilities. Work assignments are normally received from the Parks and Recreation Director, and after instructions have been given, work is generally performed with limited additional supervision. Work is reviewed by a supervisor for conformance with instructions and for the safety and care exercised in operating tools and vehicles.

**SUPERVISION RECEIVED**

Works under the supervision of the Parks and Recreation Director. May receive additional direction and instruction from other supervisory employees within the Parks and Recreation Department.

**SUPERVISION EXERCISED**

None

**ILLUSTRATIVE EXAMPLES OF WORK:** The list below is intended to be illustrative and employees in this class may not perform all the duties listed include nor does this list contain all of the duties required of employees in this position

- Operates hand and power tools including, but not limited to, rakes, shovels, trimmers, blowers, mowers, drills, saws, and sanders used in the maintenance of buildings and grounds. Performs minor maintenance such as checking fluid levels and filters. Reports need for repairs to supervisor
- Assists with various maintenance functions, repairing windows, furniture, flooring, replacing and repairing walls and ceilings, and installing plumbing and electrical fixtures.
- Provides custodial work such as cleaning of restrooms, sweeping and mopping of floors, washing windows, vacuuming, and keeps facilities supplied with soap and paper products. May make minor repairs.

- Operates light trucks not requiring a CDL license to move personnel and supplies and equipment.
- Shovels walkways and stairs, spreads sand and salt on walkways and stairs, uses snow blowers as assigned
- Arranges and moves furniture and other heavy items.
- Painting sanding and scraping using ladders.
- May assist other divisions as needed with general labor.
- Performs related work as required.

**REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:**

Must be at least 18 years of age and have a clean driving record. Must be physically able to perform manual labor in an indoor and outdoor environment in any weather condition, able to follow verbal instructions and work with limited supervision, must have a valid NH drivers license, a good knowledge of the operation of light equipment and safety precautions and standards, the ability to operate equipment safely, and ability to work with the general public; Or any equivalent combination of education and experience, which demonstrates possession of the required knowledge's, skills and abilities.

**EDUCATION:**

Minimum of 8<sup>th</sup> grade completion.

**COGNITIVE AND SENSORY REQUIREMENTS:**

Talking: Necessary for communicating with others.

Hearing: Necessary for taking instructions and receiving information.

Sight: Necessary for doing job effectively and correctly.

**DURING AN 8 HOUR DAY, EMPLOYEE IS REQUIRED TO:**

Consecutive Hours

Sit 1 2 3 4 5 6 7 8

Stand 1 2 3 4 5 6 7 8

Walk 1 2 3 4 5 6 7 8

Total Hours

Sit 1 2 3 4 5 6 7 8

Stand 1 2 3 4 5 6 7 8

Walk 1 2 3 4 5 6 7 8

**ENVIRONMENT:** Inside: 40%      Outside: 60%

**EQUIPMENT USED:** Vehicles including Pick-up trucks, one ton dump trucks, hand held power equipment including lawnmowers, snow blowers, leaf blowers, hedge and grass trimmers, small tractors, hand wrenches and tools, ladder, two-way radio.

### **HAND MANIPULATION**

Grasping: Frequently required.  
Handling: Frequently required.  
Torquing: Occasionally required.  
Fingering: Frequently required.

**CONTROLS AND EQUIPMENT:** Small power tools and equipment, outdoor power equipment, two-way radio.

### **LICENSURE/CERTIFICATION REQUIREMENTS:**

Valid State of NH Drivers license

### **OTHER TRAINING, SKILLS AND EXPERIENCE REQUIREMENTS:**

Carpentry skills are a plus.

### **Specific Vocational Preparation Requirement(s):**

- 1. Short demonstration only.
- 2. Any beyond short demonstration up to and including 30 days.
- 3. 30-90 days.
- 4. 91-180 days.
- 5. 181 days to 1 year.
- 6. 1 to 2 years.
- 7. 2 to 4 years.
- 8. 4-10 years.
- 9. Over 10 years.

## **PHYSICAL ACTIVITY REQUIREMENTS**

### **DEFINITIONS OF DURATION OF PHYSICAL ACTIVITIES**

<i>Rarely:</i>	<i>Activity exists up to 1/8 of the time on the job.</i>
<i>Occasionally:</i>	<i>Activity exists up to 1/3 of the time on the job.</i>
<i>Frequently:</i>	<i>Activity exists up to 2/3 of the time on the job.</i>
<i>Constantly:</i>	<i>Activity exists over 2/3 of the time on the job.</i>

### **PRIMARY PHYSICAL REQUIREMENTS**

LIFT up to 10 lbs.: Constantly required

LIFT 11 to 25 lbs.: Frequently required  
LIFT 26 to 50 lbs.: Occasionally required  
LIFT over 50 lbs.: Rarely required

CARRY up to 10 lbs.: Constantly required.  
CARRY 11 to 25 lbs.: Frequently required  
CARRY 26 to 50 lbs.: Occasionally required  
CARRY over 50 lbs.: Rarely required

REACH above shoulder height: Occasionally required.  
REACH at shoulder height: Frequently required.  
REACH below shoulder height: Frequently required.

PUSH/PULL: Frequently required.

### **OTHER PHYSICAL CONSIDERATIONS**

Twisting: Frequently required.  
Bending: Frequently required.  
Crawling: Occasionally required.  
Squatting: Occasionally required.  
Kneeling: Occasionally required.  
Crouching: Occasionally required.  
Climbing: Occasionally required  
Balancing: Occasionally required.

### **WORK SURFACE(S)**

Loose sand and dirt surfaces, outdoor winter condition surfaces, uneven outdoor surfaces, grass, tile, cement.