

Maintenance: Part time, Seasonal

General Summary:

Under the direction of the Nicholas County Parks and Recreation Commission and the Nicholas County Veterans Memorial Park Manager, employee performs the work necessary to operate, maintain and improve the County. Employee has responsibility for the maintenance of the Nicholas County Veterans Memorial Park, including grounds maintenance, building and equipment repairs and upkeep, department-operated rental services, and other required duties.

Essential Functions:

An employee in this position may be called upon to do any or all of the following:
(These examples do not include all of the tasks which the employees may be expected to perform.)

1. Perform maintenance and repair activities such as mowing, trimming, cleaning of trees and brush, sign repair, etc.
2. Perform maintenance, cleaning, and repair work on park buildings, structures and equipment, including roofing, painting, plumbing repairs, carpentry, and other general maintenance tasks.
3. Assists in operations of and maintains picnic shelters, dining hall, and other Park rental facilities including reservations.
4. Participate and cooperate on improvement projects for the park.
5. Participate in improvement projects to assure compliance with plans and specifications.
6. Perform other duties as required and requested the Park Manager and Maintenance Supervisor.

Employment Qualifications:

Education: The job requires a professional level of knowledge in a specialized field, equivalent to that which normally would be acquired by completing college, a trade school, or high school diploma or equivalent with specialized experience.

Other Requirements:

A valid Motor Vehicle Operator's License is required.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.

Physical Requirements

(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements):

- Walks over uneven terrain to maintain lawns and grounds and perform maintenance tasks.
- Squatting, stooping, and kneeling to maintain and repair facilities and equipment.
- Climbing ladders in order to paint walls and ceilings, prune trees, and other repairs

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- Climbing into trucks and onto other equipment.
- Lifting ability to remove trash and debris, tree limbs and other items.
- Ability to lift trash barrels and load into truck.
- Ability to reach all areas of buildings and facilities in order to perform maintenance tasks.
- Ability to operate chain saws, tree trimming equipment and mowers.
- Ability to operate light trucks, tractors and riding mowers for extended periods of time.
- Must be able to lift minimum of 50lbs.

Working Conditions:

- Works outside in varying weather conditions.
- Exposure to various cutting tools and equipment such as mowers, chain saws, and other power saws.
- Works in all areas of the Park.
- Works in cramped body positions to perform maintenance and repairs.
- Works in areas with loud noise.
- Exposure to equipment where risk exists of getting burned, bruised or scraped.
- Exposure to environmental allergens such as grass, weeds and pollens.
- Exposure to poisonous plants while working in the field.
- Contact with oil and petroleum products.
- Exposure to solvents, degreasers, pesticides and herbicides.
- Exposure to gases and fumes.
- Works in elevated areas to trim trees and construct footbridges and other structures.

Other Responsibilities

- a. Part time, seasonal maintenance is hereby employed by the Nicholas County Veterans Memorial Park. Duties shall include but are not limited to, public safety, federal, state and local regulatory compliance, preparation of buildings and grounds for events, working with the Parks & Rec. on any event sponsored by the Parks & Rec., communications.
- b. Part time, seasonal maintenance shall take full advantage of any and all public work programs, community service workers, and volunteers.
- c. Part time, seasonal maintenance is required to exercise discretionary judgment and initiative in planning and directing in order to achieve the Commission's goals.

Term

Part time, seasonal maintenance is employed as an "at will" employee in the sole discretion of the Commission.

Pay Schedule

Pay is **\$8.75** per working hour. Part time, seasonal maintenance will be paid biweekly consisting of a minimum of sixteen (16) pay periods per year (subject to increase or decrease based on need).

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Workers Compensation

Part time, seasonal maintenance shall be covered by WV Workers' Compensation or its successor, or with an insurer chosen by the Commission. In the event of work-related illness and/or injury, Part time, seasonal maintenance must notify verbally and in writing to the Parks & Rec., as soon as possible; and must otherwise comply with regulations of the Workers' Compensation system.

Holidays

Authorized paid holidays are based on County Commission holidays, as directed by the state of West Virginia. If work is required on a holiday, the next available day may be taken off.