

# Seasonal Maintenance/Parks Worker



3609 Market Place W. Suite 200  
University Place, WA 98466  
Human Resources PH: (253) 460-2515

**Department:** Public Works and Parks Department  
**Pay Rate:** \$18.00-\$20.00/hour  
**Closing Date:** Open until filled  
**Reports To:** Public Works, Parks and Facilities Director  
**Positions:** Four temporary positions through August

**GENERAL FUNCTIONS:** Under the direction of the Public Works, Parks and Facilities Director or their designee, performs manual labor involving general maintenance that may include but is not limited to landscaping, debris clean up, and maintenance of open spaces, parks, facilities, storm drains, and City right of ways. Because of the small size of the City staff, flexibility is expected, and each member may perform a wide range of duties.

The employee and the City will pay Social Security and other contributions as required by law. This position is FLSA non-exempt and is eligible for overtime pay for hours worked in excess of forty (40) per work week.

**MINIMUM QUALIFICATIONS:** Must be 18 years of age with any equivalent combination of education and experience which provide the applicant with the knowledge, skills and abilities required to perform the job; typically obtained through the possession of a high school diploma or G.E.D. and at least two (2) years of experience in parks maintenance, general construction, or a closely related field. Previous public works experience is preferred. Possession of a valid Washington State driver's license is required.

## **ESSENTIAL JOB FUNCTIONS:**

1. Performs landscaping and park maintenance functions, including hand weeding, brushing, trimming, operating mowers and a variety of hand tools.
2. Performs storm drain and facility maintenance and repair functions including litter pick up.
3. Operates compressors, mowers, weed eaters, pneumatic tools, paint equipment, power and hand tools, and medium to heavy equipment used in park, street, and facility maintenance.
4. Operates light duty trucks.
5. Performs other duties as assigned.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

### *Knowledge of:*

1. General principles of landscape maintenance and standard construction practices.
2. General streets, facilities and grounds maintenance.

### *Ability to:*

1. Get along with others and work as a member of a team.
2. Interact with the public in an effective, customer friendly manner.
3. Communicate effectively verbally and in writing and follow verbal and written instructions.
4. Work independently without direct supervision in the field.
5. Make basic maintenance decisions in the field.
6. Operate flatbed and light duty trucks.
7. Abide by work hazard and safety procedures, and OSHA and WISHA regulations.
8. Perform a variety of physical tasks and heavy labor.

**PHYSICAL DEMANDS AND WORKING CONDITIONS:** 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.

Work is performed primarily in an outdoor field setting in a variety of weather conditions. Employees may be exposed to fumes, and/or toxic or caustic chemicals. Conditions at work sites might include falling objects, loose footings, loud noises, construction equipment, and working in right-of-way, traffic, or roadways. Duties are frequently performed working alone but may sometimes be performed as part of a team.

While performing the duties of this job, the employee is required to stand, walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is required to sit; climb stairs or ladders; stoop, kneel, crouch, or crawl; talk and hear. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

The employee must occasionally lift and/or move up to 50 pounds.

**TOOLS AND EQUIPMENT:** Equipment including but not limited to hand tools, chainsaws, weed eaters, blowers, hedge trimmers, edgers, mowers, flatbed and light trucks, and pressure washers.

**SPECIAL REQUIREMENTS:** Proper documentation to fulfill the requirements of the Immigration and Nationality Act within three (3) days of employment is a condition of employment with the City of University Place.

**SELECTION PROCESS:** The selection process may include any or all of the following: Review of submitted materials, interview(s), post-offer pre-employment drug test, medical physical, functional assessment, post-offer pre-employment background check.

**TO APPLY:**

**City Application, resume and driving abstract is required.** An application form may be obtained from the City's website at [www.CityofUP.com](http://www.CityofUP.com).

**Submit completed application packet to:**

City of University Place  
Attn.: Human Resources  
3609 Market Place W. Suite 200  
University Place, WA 98466-4456  
Or email  
[bmoreland@cityofup.com](mailto:bmoreland@cityofup.com)

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**Equal Opportunity Employer**

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