JOB POSTING
TOWN OF LAKEVILLE

PART-TIME PARK MAINTENANCE (SEASONAL) #1
TED WILLIAMS CAMP

POSTING DATE: March 18, 2020

POSITION: Assist by working with the maintenance crew at Ted Williams Camp, or other parks to complete all maintenance and projects as requested. Use of outdoor equipment may be required. All interested parties should apply in writing to Clorinda Dunphy, Human Resources Director 346 Bedford Street, Lakeville MA 02347 or cdunphy@lakevillema.org with application attached. Full job description is attached to this posting and is also available in Human Resources.

HOURS: 16-40 hours per week. Work is generally performed outdoors under variable weather conditions. Depending on various circumstances, start and finish times may vary.

WAGES: $13.80 - $16.63 per hour, Level 10 Non-Union

QUALIFICATIONS: Must be 16 years of age or older.

POSTING CLOSING: Until filled.


The Town of Lakeville provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, ancestry, disability status, genetics, pregnancy or pregnancy-related conditions, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal and state laws. Applicants with disabilities needing reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact Clorinda Dunphy, Human Resources Director, cdunphy@lakevillema.org, 508-946-8808.
JOB DESCRIPTION

TOWN OF LAKEVILLE
PART-TIME PARK MAINTENANCE (SEASONAL) #1
TED WILLIAMS CAMP

GENERAL STATEMENT OF DUTIES:
Assist by working with the maintenance crew at Ted Williams Camp, or other parks to complete all maintenance and projects as requested. Use of outdoor equipment may be required.

SUPERVISION RECEIVED:
Direct supervision received from the Park Commission or designated Supervisor.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Complete maintenance task at Ted Williams’s camp and other parks including lawn maintenance, field maintenance, and cleaning of restroom facilities.
- Cleaning of Ted Williams Camp and other parks areas including trash removal.
- Work on outdoor projects as set forth by the Park Commission.

OTHER REQUIRED RESPONSIBILITIES:
- Establish and maintain effective working relationships with associates, participants and the public.
- Oversee/maintain playground area.
- General duties include cleaning, sanitizing and maintenance of the public facilities.

QUALIFICATIONS AND SKILLS:
- Must be 16 years of age or older
- Ability to communicate effectively with individuals and groups.
Must exercise tact and judgment in maintaining order and discipline and enforcing Park regulations.
Ability to multitask and perform work under minimal supervision.

**PHYSICAL REQUIREMENTS:**

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 functions.

Frequent strenuous physical effort may be required. Required to perform job duties during outdoor weather conditions for long periods of time.

**WORKING CONDITIONS:**

16-40 hours per week. Work is generally performed outdoors under variable weather conditions. Depending on various circumstances, start and finish times may vary.

This position is a non-exempt position as regarding federal and state minimum wage and overtime requirements and, therefore, is eligible to be paid at the rate of time and one half (i.e., one and one-half times) the regular rate of pay for all hours worked beyond forty hours in a workweek.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.