

Washington Township
Parks and Recreation Department
311 Production Dr.
Avon, IN 46123
317-745-0785
www.washingtontwpparks.org



Job Title: Seasonal Park Groundskeeper
Immediate Supervisor: Maintenance Superintendent
Work Schedule: Seasonal (Not to exceed 40 hours per week)
Salary: \$9.00-\$12.00/Hr (Dependent upon experience)
FSLA Overtime Status: Non-Exempt

Purpose of Position:

The purpose of the Park Groundskeeper is to assist the Maintenance Department with ensuring the cleanliness of the park grounds, facilities and Washington Township cemeteries. This position requires the employee to be able to walk, lift, carry, push, climb and operate machinery and an automobile at least 95% of the time.

This position is seasonal for a period as designated by the Park Director; hours are not to exceed 40 hours per week for a maximum of 120. This position is not a guaranteed position to continue each year, therefore employee understand this position can end at any time without provisions for future compensation.

Responsibilities:

- Performs daily litter pick-up and trash removal
- Cleans and stocks restrooms
- Performs janitorial duties on all recreational facilities including shelters and Pavilion Center
- Assists Maintenance/Groundskeepers with maintaining landscaped areas including mulching, watering, weeding, pruning, mowing and fertilizing
- Assists Maintenance/Groundskeepers in mowing of Washington Township properties where the owner has failed to properly mow or care for as directed by the Township Trustee (or designated representative)
- Assists Maintenance/Groundskeepers with snow removal (winter season) at Washington Township Fire Stations and Washington Township Government Center as needed
- Keeps all grounds maintenance equipment clean, operable and properly stored

- May be assigned to assist with special event set-up and clean-up
- Other duties as assigned by Lead Maintenance/Groundskeeper and/or Park Director

Minimum Qualifications:

- Minimum of 16 years of age
- High School diploma or GED equivalent
- Must obtain and submit criminal history background check
- Experience with zero turn mowers and weed-eating preferred
- Must be able to work in different weather conditions with exposure to the elements
- Must be able to move heavy objects (up to 50 pounds) short distances (20 feet or less)
- Must be able to learn skills associated with cleaning, maintenance and gardening methods, materials and equipment
- Must be able to learn proper use of hand tools such as hammers, wrenches, picks, shovels, spades, rakes, loppers, saws and similar tools
- Must be able to communicate orally with co-workers and the general public in a one-on-one setting
- Willingness to work a flexible schedule including but not limited to weekdays, evenings and weekends
- Must be able to work safely without presenting a direct threat to self and/or others
- Ability to work in a team setting with variable support roles
- Reliable transportation to and from the worksite
- Must have a valid license to operate a vehicle at the time of the interview