



## SEASONAL JOB OPPORTUNITY

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# Grounds Maintenance Worker

Current Starting Pay Rate: \$8.36 per hour

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*Following is a brief overview of the position. Please review the entire job description (attached) for a complete listing of the essential duties, responsibilities, physical demands and working environment, minimum qualifications, and other requirements of this position.*

### **Class Summary**

The City of Hudson is accepting applications for seasonal Grounds Maintenance Workers. This is routine manual work in the maintenance of municipal golf course grounds, parks and cemeteries. Work involves the operation of small power mowers, and the operation and use of small power and hand tools. Hours would be Monday through Sunday 12 – 30 hours per week with availability needed from April to October.

### **Minimum Qualifications**

Please review the Minimum Qualifications section found on the attached job description.

### **How to Apply**

Application forms may be printed at [www.hudson.oh.us](http://www.hudson.oh.us) or obtained at the City of Hudson Municipal Services Center, 115 Executive Parkway, Suite 400, Hudson, Ohio, Monday through Friday between 8:00 a.m. and 4:00 p.m. or Ellsworth Meadows Golf Course, 1101 Barlow Road, Hudson, OH. Submit completed application by email to [HumanResources@hudson.oh.us](mailto:HumanResources@hudson.oh.us) or by mail to: City of Hudson/Human Resources, Attn: Grounds Maintenance Worker– Seasonal Golf, 115 Executive Parkway, Suite 400, Hudson, Ohio 44236. **Position open until filled.**

*The City of Hudson is an Equal Opportunity Employer and maintains a policy of Equal Employment Opportunity for all employees and applicants. The City of Hudson does not discriminate in employment or the provision of services on the basis of race, color, national origin and ancestry, gender (sex), religion, age, disability, sex (wages), military status, genetic information, pregnancy, or any other characteristic protected by Federal or State law.*

**Date Posted: 03/01/18**

## GROUNDS MAINTENANCE WORKER I

FLSA Status: N

Class Code: Non-Bargaining

Updated: 03/18/2016

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### CLASS SUMMARY

This is routine, manual work in the maintenance of parks, cemeteries, or golf course grounds, buildings and equipment. Work involves the operation of small power mowers, and the operation and use of small power and hand tools. Employees in this classification are part-time or seasonal workers. This is an entry level position, and employees receive specific instructions and training prior to work being assigned. Work is performed under close supervision, and is reviewed by a supervisor through observation while in progress and upon completion.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** *(Any one position may not include all the duties listed nor do the listed examples include all duties which may be found in positions of this class. Allocation of positions to this class will be determined on the amount of time spent in performing the primary duties.)*

Operates small power mowers and string trimmers, and uses rakes, shovels and other hand tools in the maintenance of parks, cemeteries or golf course grounds.

Cuts grass and weeds; trims and edges around trees, curbs, sidewalks, parking lots, buildings and other facilities; picks-up and removes trimmings; cleans work-site areas; rakes and cleans bunkers and grounds.

Patrols grounds and removes rocks, debris and other hazardous objects; picks up paper, cans, bottles, and other litter and places in proper trash and recycling containers. Maintains and upkeeps City Recycling Center.

Assists in planting flowers and shrubs, and laying sod; weeds and maintains flower beds; waters flowers, plants and grass.

Must establish and maintain effective working relationships with superiors, fellow employees and residents.

Must follow and comply with City rules and policies.

Must have regular, reliable, and punctual attendance.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT** *(The physical demands and work environment characteristics 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 environment. Work frequently requires standing, walking, crawling, stooping, bending and kneeling for prolonged periods. Also, work frequently

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requires climbing, balancing on uneven surfaces, lifting and carrying objects weighing up to 50 pounds, reaching with hands and arms in front of body and overhead, and using hands and fingers to operate tools and equipment. Work frequently exposes employee to extreme weather conditions, loud noise, vibrations, dust, and exhaust fumes.

### MINIMUM QUALIFICATIONS

Work requires some experience in the operation of small mowers and power tools used in maintenance of grounds, buildings and facilities. Work experience should include the following knowledge, abilities, and skills:

- Some knowledge of the types and uses of mowing equipment and power tools commonly used in the maintenance of parks, cemeteries, and golf course grounds.
- Some knowledge of the occupational hazards and safety requirements of the work.
- Ability to operate small mowing equipment and power tools safely and efficiently in accordance with manufacturer's and safety guidelines.
- Ability to follow oral and written instructions.
- Ability to communicate effectively, both orally and in writing.
- Ability to perform manual tasks requiring strength, agility and endurance.

Skill in the operation and use of small mowing equipment and power and hand tools.

Must establish and maintain effective working relationships with superiors, fellow employees and residents.

**LICENSE, CERTIFICATE, OR OTHER REQUIREMENTS** *(All required licenses and certificates must be current, and the privileges granted under each cannot be suspended or otherwise encumbered.)*

None required.