



# JOB ANNOUNCEMENT

## WEEKEND MAINTENANCE WORKER (Seasonal Part-Time 4 positions available)

<b>DEPARTMENT:</b>	Parks and Recreation	<b>POSTING DATE:</b>	February 7, 2012
<b>JOB CODE:</b>	0001-325	<b>HOURLY RATE:</b>	\$8.00
<b>WORK STATUS:</b>	Seasonal Part-Time	<b>APPLY BY:</b>	Open Until Filled

**PLEASE APPLY IN PERSON AT:  
CITY OF GAINESVILLE CIVIC CENTER  
830 GREEN STREET, GAINESVILLE 30501**

For additional information about this position or the application process, call 770-531-2680.

### **JOB SUMMARY:**

Performs manual labor supporting Parks Division Staff in maintaining park grounds and recreation facilities. Duties may include grounds maintenance, cleaning/preparing park and recreation facilities (pavilions, restrooms, trash, event set-ups, etc.), and assisting with construction projects.

### **MAJOR JOB RESPONSIBILITIES:**

- Must be properly dressed and groomed to meet the public while working in parks.
- Grounds Maintenance includes but is not limited to mowing, trimming, edging, etc.
- Cleaning/Preparing Park and Recreation Facilities includes cleaning park pavilions and restrooms (toilets, sinks, urinals, floors, etc.), picks up trash throughout parks, supports preparations for agency events (transport tables and chairs, lines and sets up ball fields, etc.).
- Support of Construction Projects includes digging, hauling dirt, clearing brush and trees, and other miscellaneous manual labor.
- Ability to deal effectively with patrons, associates and the general public.
- Perform other related duties as required.

### **HOURS:**

- Working hours are flexible to include weekends.

### **MINIMUM QUALIFICATIONS REQUIRED:**

#### Education and Experience:

- Ability to read and write
- Ability to understand and follow instructions

**MINIMUM QUALIFICATIONS REQUIRED:** (Continued)

Knowledge, Skills, and Abilities:

- Ability to deal with the public in a professional and courteous manner
- Knowledge of overall functions of facility
- Ability to perform some lifting and routine maintenance

This job description should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this job description.

❖ THIS IS A PART TIME POSITION AND NOT ELIGIBLE FOR BENEFITS ❖

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*Due to Georgia State Law, all applications are subject to public disclosure.*

*Only candidates to be interviewed will be contacted.*

*As part of our hiring process, all applicants will be required to undergo a thorough background investigation which includes but is not limited to some or all of the following: contacting past employers, work and personal references, education, criminal history, motor vehicle record, and credit check. The City of Gainesville reserves the right to disqualify any applicant based on information discovered during the background investigation. Standard City of Gainesville hiring practices shall apply to all applicants.*



*The City of Gainesville is committed to providing equal opportunity in all employment practices, including but not limited to selection, hiring, promotion, transfer, and compensation to all qualified applicants and employees without regard to age, race, color, national origin, gender, religion, disability, military service, or any other category protected by federal, state, or local law.*