



JOB ANNOUNCEMENT

- POSTING DATE:** April 9, 2010
- POSITION TITLE:** **PARK AIDE II** (Temporary/Seasonal)
- POSTING NUMBER:** 0410-PARKII
- SALARY RANGE:** Starting wage \$9.34 per hour.
- HOURS:** 40 hours per week; This may include evenings and weekends. Additional hours as needed. Seasonal position, less than 120 days' duration.
- GENERAL DUTIES:** Performs varied duties involving the cleaning and maintenance of park grounds and facilities; performs related work as required.
- EXPERIENCE & TRAINING:** Any satisfactory combination of experience and training which demonstrates the knowledge, skills, and ability to perform the required duties.
- NECESSARY REQUIREMENTS:** Minimum age 18 years. Requires valid Oregon driver's license; safe driving record; possession of or ability to obtain first aid and CPR certificates.
- HOW TO APPLY:** Willamalane requires a completed application form for each position. Application materials may be obtained online at www.willamalane.org or at the Willamalane Community Recreation Center, 250 South 32nd Street, Springfield, OR 97478, between 8 a.m. and 6 p.m., Monday through Friday, except holidays.
- START DATE:** On or around May 15th, 2010
- CLOSING DATE:** **When position is filled**

**DRUG-FREE WORKPLACE
EQUAL OPPORTUNITY EMPLOYER**



PARK AIDE II Nonexempt

GENERAL STATEMENT OF DUTIES: Performs manual and unskilled labor in the cleaning and maintenance of park grounds and facilities; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this classification performs unskilled labor and does not operate heavy equipment. Work is performed under the supervision of the Park Program Manager, although the incumbent may perform work under the lead of other Park Services staff. Supervision is not normally a responsibility of positions in this classification.

EXAMPLES OF ESSENTIAL DUTIES PERFORMED: (Illustrative only. Any single position of a class will not necessarily involve all of the duties listed, and many positions will involve duties that are not listed.)

- Performs general grounds maintenance, which includes hand mowing, weeding, mulching, and hedge trimming.
- Performs brush removal, garbage removal, and debris and litter removal from park grounds and parking lots.
- Assists in painting tables, shelters, benches, and other site equipment.
- Assists in cleaning park rest rooms and with janitorial work at the Park Services Center.
- Provides assistance in irrigation maintenance and repair, including digging trenches and repairing irrigation components.
- Prepares and maintains the District's baseball and softball fields for practice and game play, including dragging, harrowing, and watering playing surfaces; marking and maintaining batters boxes and field lines; and measuring and installing bases. Responsible for identifying and eliminating safety hazards at the fields.
- Assists in setting up and taking down large portable stage in parks. This includes moving heavy floor extensions, as well as setting up a sound system and a lighting system.
- Performs other job-related duties or tasks as required.

DESIRABLE QUALIFICATIONS:

KNOWLEDGE: Some knowledge of the methods, materials, and tools used in park maintenance and repair; safety practices and precautions in performing responsibilities.

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SKILLS: The operation of hand tools and equipment used in performing duties.

ABILITIES: Perform heavy, repetitive, manual labor; work in adverse weather conditions; lift 50 pounds of weight; understand and follow oral and written instructions; deal courteously and tactfully with the public; establish and maintain an effective working relationship with other employees and the general public.

PHYSICAL DEMANDS OF POSITION: While performing the duties of this position, the employee is frequently required to sit, stand, bend, kneel, stoop, communicate, reach, and manipulate objects. The position requires mobility including the ability to move materials weighing up to 50 pounds on a regular basis such as boxes, bags, small equipment, etc. Manual dexterity and coordination are required over 75% of the work period. Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depends, in part, on the specific requirements for the job, the limitations related to the disability and the ability of the hiring department to accommodate the limitation.

EXPERIENCE AND TRAINING: Any satisfactory combination of experience and training which demonstrates the knowledge, skills, and ability to perform the above-described duties.

NECESSARY SPECIAL REQUIREMENTS: Possession of valid Oregon driver's license; safe driving record; possession of or ability to obtain first aid and CPR certification. Because this job is considered safety sensitive, a drug screen test will be required prior to employment.

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