



JOB DESCRIPTION TITLE: MAINTENACE STAFF I

THIS POSITION REPORTS TO AND IS SUPERVISED BY: APRD Manager

THIS POSITION HAS AUTHORITY OVER AND SUPERVISES: None

GENERAL DEFINITION OF POSITION: The maintenance staff I is primarily responsible for maintenance of facilities including the pool, parks and office.

ESSENTIAL JOB FUNCTIONS:

- Perform construction, maintenance and repairs to pool facility as directed by Manager.
- Perform tasks in the care and maintenance of soccer field and other park areas.
- Perform seasonal chores to parks to maintain or improve parks.
- Perform construction, maintenance, and repairs to office buildings as directed by Manager
- Perform maintenance to all rented facilities as directed by the Manager.
- Work with manager to prepare park for all rental parties. Clean up after all parties.
- Empty garbage cans in parks once a week (minimum) as needed.
- Performs other maintenance as directed by the APRD Manager.

MINIMUM REQUIREMENTS TO HOLD THIS POSITION:

1) Required Education/Experience/Training:

14 years of age, good standing with current school

2) Required Knowledge, Skill and Abilities:

- Able to work independently.
- Basic maintenance knowledge and skills.
- Complete written reports.

3) Certificates/Registrations:

None needed

4) Physical Requirements: See Required Knowledge, Skills and Abilities.

WORK SCHEDULE: Part time; hours will vary and may require evening and weekend