

JOB DESCRIPTION

CAMPGROUND MAINTENANCE

TITLE: GROUNDS AND OUTSIDE MAINTENANCE WORKER

FLSA STATUS: NON-EXEMPT

GENERAL DESCRIPTION:

Under the direction of the Campground Manager, perform responsible grounds maintenance duties including maintaining parking lots, picnic areas, boating and other activity areas, play areas and fields, maintaining vegetation and landscaped areas and performing routine maintenance to assigned tools and equipment.

REPORTS TO: Campground Manager

SUPERVISES: None.

ESSENTIAL JOB FUNCTIONS:

- 20 % Prepare and maintain picnic, play and activity and surrounding landscape areas; sweep and clean public areas
- 10 % Maintain and care for trees, flower beds and vegetation in the campground.
- 10 % Perform a variety of general groundskeeping duties including raking, weeding, trimming trees, fertilizing, transplanting trees and shrubs and pruning hedges and shrubs.
- 10 % Train and provide work direction to assigned summer and part-time personnel.
- 20 % Perform minor and preventive maintenance and repair work on equipment and facilities; assist with other maintenance work as assigned including painting and mixing, pouring and finishing concrete.
- 20 % Operate and maintain a variety of grounds maintenance equipment and tools including tractor, truck, backhoe, overseeder, rototiller, aerator, sod cutter, jack hammer, fork lift, pruner, clipper, power boom, line marking machines, small hand and power tools.
- Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

- Methods, tools and materials used in cultivating and maintaining landscaped and recreation areas.

- Basic grounds maintenance procedures including mowing, edging, raking and weeding.
- Operation and maintenance of hand and power tools and equipment used in grounds keeping.
- Pruning, cultivating, fertilizing, watering and spraying of flowers, trees and shrubs.
- Proper methods of storing equipment, materials and supplies.
- Health and safety regulations.
- Basic record-keeping techniques.

EDUCATION AND EXPERIENCE:

- Any combination equivalent to: one year experience maintaining grass, trees, shrubs, recreational areas, or fields and related equipment.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work in an outdoor setting under all weather conditions to perform grounds maintenance work in the preparation and maintenance of recreation areas, trees, shrubs and hedges. The position requires the employee to be able to move around irregular surfaces which have no smooth pathways and to climb up and down structures, ladders or steps.
- Work with and around power equipment ranging from full size tractors to mowers and edge trimmers, as well as hand tools.
- Handle and use specialized chemicals to control and eradicate weeds, insects and other pests.
- Perform heavy manual labor which will require continuous heavy lifting, pushing and pulling heavy loads or objects. The work environment will require standing almost the entire work shift, as well as bending over to perform maintenance work, reaching with both arms and lifting with legs.
- Establish and maintain cooperative and effective working relationships with others, and complete tasks without close supervision.

- The noise level of the work environment may be quite loud as the result of the operation of power tools or equipment.
- Utilize herbicides, pesticides and other sprays in a safe and effective manner.
- Lift objects weighing up to 150 pounds, continuous lifting of up to 80 pounds.
- The employee must be able to lift and/or move equipment, and supplies weighing up to 150 pounds or more. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Observe legal and defensive driving practices, and safe operating practices with power equipment.

There will be frequent occasions in which the employee will be required to wear safety equipment such as steel-toed shoes, masks, goggles, ear protection or respirators.

LICENSES AND OTHER REQUIREMENTS:

- Valid Wisconsin State driver's license.