



MADISON *Indiana*

Title: Parks Maintenance Worker

Department: Parks and Recreation

Reports To: Superintendent of Grounds

FLSA Status: Non-Exempt

Hourly Rate: \$15 – 20.00 *(based on qualifications and experience)*

Status: Full-Time/Part-Time

Position Summary:

The Parks Maintenance Worker performs a variety of manual labor and semi-skilled tasks related to the maintenance and upkeep of city parks, green spaces, recreational facilities, and public grounds. This role ensures that city parks remain clean, safe, and beautiful for public use.

Essential Duties and Responsibilities:

- Prepares and maintains athletic fields, including the setup of the athletic complex for baseball, softball, football, and soccer to ensure fields are safe, functional, and ready for scheduled activities.
- Mows, trims, and maintains park lawns, trails, and landscaped areas.
- Operates and maintains a variety of equipment, including mowers, weed trimmers, chainsaws, leaf blowers, and other tools.
- Performs routine maintenance and minor repairs to playgrounds, shelters, park benches, restrooms, and recreational equipment.
- Plants, waters, prunes, and removes trees, shrubs, and flowers.
- Collects and disposes of litter, debris, and trash from park grounds and facilities.
- Clears walking paths and sidewalks of snow, ice, and leaves as needed.
- Sets up and tears down equipment and amenities for special events or facility rentals.
- Performs general custodial duties in park restrooms and buildings.
- Follows all safety guidelines and uses appropriate personal protective equipment (PPE).
- Assists with seasonal maintenance tasks such as irrigation, mulching, fertilizing, and leaf removal.
- Reports hazards, vandalism, or needed repairs to the supervisor.

Required Qualifications:

- High school diploma or equivalent (GED).
- Valid driver's license with acceptable driving record.
- Ability to operate landscaping and maintenance equipment safely.
- Ability to perform manual labor in various weather conditions.
- Good communication and teamwork skills.
- Willingness to work weekends, holidays, or evenings as needed.

Preferred Qualifications:

- Prior experience in groundskeeping, landscaping, athletic field setup, or maintenance work.
- Knowledge of basic plumbing, carpentry, or irrigation systems.
- CDL or pesticide application license (if applicable).

Physical Demands & Working Environment

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential job functions.

- **Environment:** Work is performed primarily outdoors in various weather conditions, and may involve exposure to excessive noise, dirt, dust, and vehicle and equipment emissions. Safety protocols must be strictly followed at all times to ensure personal and team safety.
- **Physical:** The setup and operation of equipment may require moderate physical effort, such as bending, stooping, and moving to handle equipment controls.

Equal Opportunity Employer/ADA

The City of Madison is an Equal Opportunity Employer, and all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, sex, age, national origin, or any other category protected by law. Further, the city will comply with all legal requirements related to affirmative action, and the employment of the handicapped, and veterans. In compliance with the Americans with Disabilities Act, the City of Madison will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

