

**Town of Dolores
Job Description**

TOWN MAINTENANCE/PARKS

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| Supervisor: | Public Works Director | FLSA Status: | Non Exempt |
| Department: | Public works | Position Status: | Full time/Temporary |
| Created by: | Randy McGuire | Date: | Seasonal May- September |

POSITION SUMMARY: Performs a variety of municipal maintenance duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Municipal park maintenance including operating mowers and weed eaters, sprinkler system, bathroom maintenance, trash pickup.
- Maintain municipal grounds and buildings.

QUALIFICATIONS

Experience and Training:

- Heavy equipment experience a plus.
- Minimum age of 16 years. High school diploma or equivalency a plus.

License or Certificates:

- Valid Colorado Driver's License

Knowledge of:

- Sprinkler systems and pumps a plus.

Ability to:

- Operate and maintain equipment.
- Establish and maintain cooperative-working relationships with those contacted in the course of work.
- Communicate clearly and concisely, both orally and written.
- Pass a drug test.

PHYSICAL REQUIREMENT:

- The employee must maintain physical condition necessary for lifting, walking, crouching or sitting for extended periods.
- Operation of assigned public works equipment and vehicles.

WORK ENVIRONMENT:

- While performing the duties of the job the employee regularly works in outside weather conditions.
- Work will involve communication with the public and town employees on a daily basis, including telephone and face to face.

COMPENSATION

- Hourly - \$14/Hour