

TURF MAINTENANCE TEAM MEMBER – City of Richland Parks & Recreation

DEPARTMENT: Parks and Recreation

REPORTS TO: TURF MAINTENANCE MANAGER

STATUS: FULL-TIME (NON-EXEMPT)

POSITION SUMMARY:

The Turf Maintenance Team Member will assist the Turf Maintenance Manager with the daily upkeep of the facility's buildings and grounds. This position will generally involve the performance of manual tasks requiring skilled or special knowledge acquired through on-the-job training or experience. The Turf Maintenance Team Member will provide supervision of and assistance to Team Members in the completion of various tasks and day-to-day maintenance duties as required.

PRIMARY RESPONSIBILITIES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

Turf Maintenance Tasks

- Maintain overall appearance and cleanliness of the facilities
- Inventory, organize, and stock up closets, toolboxes, and maintenance areas
- Coordinate cleaning schedule around daily activities
- Have knowledge of building internals (sprinkler systems etc.)
- Manage utilities (lights, temperature controls, heaters, etc.)
- Maintain and repair playing surfaces
- Schedule and perform maintenance on facility equipment
- Contract maintenance with outside vendors when necessary

Grounds Maintenance

- Monitor overall appearance and cleanliness of the facilities
- Coordinate maintenance and repair work with directors and contractors to avoid conflicts
- Monitor all walkways and flower beds and keep clear of weeds, grass, trash, water, ice, etc.
- Operate and maintain sports equipment
- Maintain all trees, shrubbery, and flower beds
- Operate machinery to include but not limited to all equipment
- Clean and maintain parking lot
- Keep inventory of supplies and equipment as well as maintenance logs
- Make sure all paperwork is up to date
- Complete special projects and daily assignments as directed by Turf Maintenance Manager

MINIMUM QUALIFICATIONS:

- Must have experience working with sports facilities and associated grounds and equipment
- General knowledge of maintenance, janitorial & landscaping
- High School Diploma or equivalent certification requirements
- Understand and follow both oral and written instructions
- Work independently with minimal supervision
- Effective time management skills
- Prior experience using maintenance equipment and procedures
- Candidate must be available and willing to work long hours and varying shifts including nights, weekends, and holidays when needed

WORKING CONDITIONS AND PHYSICAL DEMANDS:

- Will be required to lift up to 50 pounds
- Will be required to work in all weather conditions
- May be required to sit or stand for extended periods of time whether indoors or outdoors, and squat, stoop or bend into awkward positions while performing job functions
- Facility has intermittent noise