

CITY OF THE COLONY Status: Non-exempt Supervised By: Aquatics Manager & Maintenance Worker	P/T MAINTENANCE WORKER	PARKS & RECREATION DEPARTMENT Revised: 05/2014
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JOB SUMMARY
<p>Under the supervision of the Aquatics Manager and Maintenance Worker, the Part Time Maintenance Worker provides excellent customer service to guests of the Aquatic Park. The PT Maintenance Worker is responsible for facility cleanliness and landscaping. This position assists the Maintenance Worker on a daily basis with on going park maintenance projects. During the Maintenance Worker's absence, the PT Maintenance Worker performs Maintenance Worker's duties of water balancing and maintenance of operations.</p>

ESSENTIAL DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 1. Provides excellent customer service by responding promptly to guest requests and needs. 2. Assists with keeping facility clean and equipment in operating order. 3. Assists with keeping chemical, storage and working areas in proper order. 4. Responsible for landscaping, and long term planning of outside appearance. 5. Runs departmental errands as needed. 6. Administers emergency care when needed. 7. Assists with daily pool chemical readings and building safety inspection, makes adjustment when needed. 8. Prepares accurate records and reports on a timely basis. 9. Communicate effectively and courteously with guests, vendors, customers, and staff in writing, via the Internet, & by phone. 10. Responds to facility security alarm when needed. 11. Ability to cope with large crowds and noise levels. 12. Ability to stand, kneel, or sit for extended periods of time in extreme temperatures. 13. Ability to climb 18-foot ladder while pruning, painting, or changing lights in facility. 14. Ability to apply sound safety precautions to prevent exposure to hazardous chemicals or fumes. 15. Ability to work extended days or flexible hours including evenings and weekends. 16. Ability to work without supervision once assignments are scheduled. 17. Ability to push, pull, lift, drag, or carry up to 50 pounds of supplies or equipment. 18. May be required to perform other department duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES
<p>Overall knowledge of electricity, plumbing, carpentry, and landscaping. Must be in good physical condition. Must be able to follow a schedule and keep up with records. Knowledge of lawnmower and weed eater repair; some grounds maintenance background. Ability to operate power mower, weed eater, and small tools as needed for completion of job task. Good eye/hand coordination.</p>

EDUCATION, EXPERIENCE AND CERTIFICATION
<p>High School diploma or G.E.D. equivalent. Current Texas Drivers' License, with acceptable driving record. Must pass a criminal background check. Ability to get and maintain current CPR certification within 6 weeks of start date.</p>

CERTIFICATION	
Employee Signature:	Date Signed:
Immediate Supervisor and/or Department Head:	Date Signed: