



Raytown Parks & Recreation
City of Raytown

5912 Lane
Raytown, MO 64133-3751

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www.raytownparks.com

Position Announcement – Landscape/Maintenance Technician

Department: Parks

Posted: September 2019

Grade/Status: Non-Exempt

Salary: \$14.81/hr starting

Job Description: Performs various tasks associated with the year-round maintenance of flowers, shrubs, lawns, and trees on park grounds, public right-of-way and traffic medians, snow removal and general parks maintenance, etc.

Required Knowledge, Skills and Abilities: Operate and maintain a wide variety of specialized equipment. Performs a variety of routine maintenance tasks associated with the proper care of a large selection of flowers, trees, shrubs, etc.

Special Requirements: Prefer two-year degree in Grounds Maintenance/Landscape/Horticulture field with one (1) year of similar work experience or a minimum of three (3) years' experience in Grounds Maintenance Landscape/Horticulture field. Current Missouri driver's license and obtain a Missouri Public Operator's license with certification in Category 6 "Right-of-Way Pest Control" within six (6) months at employee's expense. Ability to pass drug screen and physical.

ADA Requirements:

Physical Requirements: Tasks involve frequent walking, standing, bending, stooping, basic hand-eye coordination, and lifting and carrying moderately heavy (20-50 pound) items and occasionally very heavy (100 pounds or over) items.

Environmental Requirements: Tasks may require frequent exposure to adverse environmental conditions.

Sensory Requirements: Tasks require sound, depth, texture, visual and oral perception and discrimination.

Schedule: Monday – Friday, 7 am – 3:30 pm. Overtime as needed plus some weekend work as required.

Benefits: Full-time position eligible for City benefits.

Application Process: Complete employment application. Application may be obtained from and should be returned to Raytown Parks & Recreation, 5912 Lane Ave., Raytown, MO 64133. Email: maryann@raytownparks.com . Description and application found at www.raytownparks.com.

Closing Date: Open until filled.

EEO/AA/ADA

RAYTOWN PARKS AND RECREATION DEPARTMENT POSITION DESCRIPTION

TITLE: Landscape/Maintenance Technician

STATUS: Non-exempt, Regular

REPORTS DIRECTLY TO: Senior Staff

SUPERVISES: Seasonal staff

DESCRIPTION OF WORK TASKS

GENERAL: Receives daily direction and technical supervision from senior staff; this position works with the Horticulturist, Maintenance staff and/or works independently, to perform all tasks associated with the year-round maintenance of flowers, shrubs, lawns, and trees on park grounds, public right-of-way and traffic medians, City Hall grounds, other public areas, greenhouse; and assist with routine and other park maintenance tasks. The Superintendent of Parks formally evaluates performance annually.

PROPERTY AND FACILITIES:

- Assists with the designs and plant selections for a variety of different landscape projects.
- Propagates a variety of different flowers, shrubs, and trees within the department's greenhouse(s) and nursery to include the proper and effective operation, maintenance, and cleaning of these facilities.
- Installs turf areas, flowerbeds, shrubs and trees and other landscape materials for a variety of different public areas.
- Performs a variety of routine maintenance tasks associated with the proper year-round care of flowers, trees, shrubs, turf and grasses, which may include any combination of sod laying, seeding, mowing, trimming, planting, watering, fertilizing, digging, raking, and irrigation installation. Worker assists the Horticulturist and Maintenance staff as needed.
- Detects, diagnoses and treats all plant material and turf areas for insect and disease problems.
- Maintains the necessary paperwork and forms required by the job and/or the task.
- To assist as needed with routine custodial maintenance of Park facilities such as litter and trash collection, cleaning shelter houses and restrooms, mowing and trimming turf, occasional weekend and or holiday maintenance to shelter house facilities, snow removal and other tasks as assigned.
- Safely operates and maintains vehicles, light equipment, riding and push mower, string trimmers, blowers and assorted hand and power tools.

HUMAN RELATIONS:

- Helps train and assist seasonal maintenance workers assigned to various maintenance.
- Cooperates and communicates effectively with all other staff so as not to disrupt the working environment or create an unsafe condition.
- Is courteous and helpful to the public.

PUBLIC RELATIONS:

- May represent the department while working directly with various volunteers and civic organizations on projects dealing with the beautification of city through plant materials and landscaping.

QUALIFICATIONS:

- Prefer two-year degree in Grounds Maintenance/Landscape/Horticulture field with one (1) year of similar work experience or a minimum of three (3) years' experience in Grounds Maintenance Landscape/Horticulture field. Prefer previous experience related to the maintenance of flowers, shrubs, trees and turf especially in traffic medians and public right-of-way areas.
- Working knowledge of soils, fertilizers, insect and disease control, and growing characteristics of a wide variety of grasses, shrubs, and trees.
- One year of general maintenance experience.
- Working knowledge of basic maintenance and construction equipment. Ability to safely operate and maintain a wide variety of specialized and general equipment necessary to perform basic the above tasks.
- Ability to cooperate and communicate effectively with other staff.
- Timely and dependable in work attendance and function.
- Valid Missouri vehicle operator's license upon first day of employment.
- A Missouri Public Operator's Pesticide License with a certification in Category 6 "*Right-of-Way Pest Control*" is required or the capability to obtain one within 6 months at employees' expense.
- We would also prefer an additional certification in Category 3 "*Ornamental & Turf Pest Control*" or the capability and willingness to obtain this within 6 months, but this is not required at employee's expense.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. Reasonable accommodation(s) if needed may be made to empower individuals with disabilities to undertake the essential functions of the position, in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

EEO/AA/ADA