



## **JOB DESCRIPTION**

**DEPARTMENT:** Street & Parks  
**POSITION TITLE:** **Laborer**  
**REPORTS TO:** Street & Parks Superintendent  
**FLSA CATEGORY:** Part time / Hourly  
**DATE:** 3/2/21

### **Definition:**

Incumbent will primarily be responsible for basic grounds keeping/Janitorial work in the parks as well as handling rentals of Parks facilities. Incumbent could also be asked to help in other areas of the department as well.

### **ESSENTIAL FUNCTIONS AND DUTIES**

1. Performs general street/ parks maintenance.
2. Operates grounds equipment.
3. Janitorial duties of all park's facilities.

### **NONESSENTIAL FUNCTIONS AND DUTIES**

1. Performs light building maintenance.

### **MINIMUM QUALIFICATIONS**

1. A high school education or equivalent.
2. The ability to use hand and power tools.
3. The ability to operate various light equipment. (Lawn mowers, chainsaws, Etc.)
4. The ability to follow simple verbal and written instructions.
5. Valid Indiana Driver's License required.
6. Ability to deal in an informative and tactful manner with the public.
7. Ability to continually manage changing priorities.
8. Work safely without presenting direct threat to self or others.

### **DESIRED QUALIFICATIONS**

1. A self-motivated individual who likes to work outside and takes pride in their work.

### **WORKING ENVIRONMENT**

1. Incumbent spends most of the day in the outdoor environment and will primarily work through the week with occasional hours over weekend contending with rentals and restroom closures. Incumbents work hours could be dictated by work load and weather.
2. Incumbent is required to lift heavy objects (75 lbs.) periodically. He/She must be mobile in a variety of work environments, including, climbing, walking, standing, carrying, pushing, pulling, balancing. Incumbent also stoops, crouches, kneels, reaches, handles and fingers equipment and tools.

3. Incumbent is exposed to extreme weather conditions.
4. Due to the fact that the incumbent may be called upon to do other laborer/operator jobs in the Street / Parks Department, he/she must have the physical capability to perform these duties.
5. The incumbent is required to follow the Street / Parks Department dress code. Appropriate personal protective gear must always be worn in certain conditions in order to maintain safety rules and regulations.

The above declarations are not intended to be an “all inclusive” list of duties and responsibilities of the job described. Rather, they are intended only to describe the general nature of the job.

\*A Driver’s license verification will be conducted with the City of Delphi’s Insurance carrier as well as a physical/ drug exam prior to acceptance of employment.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

DATE \_\_\_\_\_

D.O.B \_\_\_\_\_

D.L.N \_\_\_\_\_