

CITY OF GOSHEN, INDIANA

POSITION DESCRIPTION

Department: Parks & Recreation

Position: Custodian

Job Category: LTC (Labor, Trades, Crafts)

Status: Temporary

FLSA Status: Non-exempt (Hourly)

Date of Announcement: April 1st, 2023

Application Deadline: Until position is filled

Under the supervision of the Facility Coordinator, the temporary park janitorial employee is responsible for the daily upkeep and custodial duties of Goshen City Parks.

Essential Duties and Responsibilities:

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive.

- Maintain park landscape & trails
- Trash removal
- Clean vehicles
- Clean indoor facilities, open air pavilions and public restrooms
- Check in/out facility rentals
- Paint
- Debris & litter collection and disposal
- Utilize power washer & backpack leaf blowers
- Event and meeting set up and take down
- Perform other duties as assigned

Minimum Training and Experience Required:

- Relevant work experience in related field

Special Requirements:

- Must be at least 18 years old.
- Valid driver's license.
- Must be available to work varied shifts between 5:00 am and 11:00 pm, Sunday - Saturday

Minimum Physical and Mental Abilities:

- Must be responsible and reliable.
- Ability to operate power tools; the ability to lift, bend, stoop, kneel, crouch and crawl; and have the ability to climb and balance.
- Ability to exert physical effort in light to heavy (up to 75 lbs) work
- Ability to learn, implement and follow procedures, protocols and policy.
- Ability to ascend/descend ladder to paint, clean/service lights, etc.
- Ability to exert physical effort in moderate work involving routine standing, stooping, kneeling, crouching, reaching, lifting and pulling.
- Ability to interpret, apply and explain rules, regulations, policies and procedures.
- Ability to verbally communicate and exchange information
- Ability to walk and climb to inspect and work parkland, facilities and playgrounds.
- Ability to make sound judgements and to exercise courtesy and tact in interactions with patrons and departmental staff.

Environmental Adaptability:

- Ability to work outdoors in extreme temperatures and inclement weather.

Rate of Pay:

Grade 3; \$16.17/Hour

Work Hours:

Sunday - Saturday, varied shifts between 6:00 am and 11:00 pm. Weekend and evening hours required.

Must be available April 15, 2023 - October 15, 2023.

Applications are required and are available in Human Resources at 204 E. Jefferson, Suite 3, Goshen IN or online at www.goshenindiana.org. Click on "job opportunities".

The City of Goshen provides equal employment opportunities to all employees and applicants for employment. EOE/Drug Free/Smoke Free