

# CITY OF GOSHEN, INDIANA

## POSITION DESCRIPTION

**Department or Office:** Parks & Recreation Department

**Position:** Landscaping (Laborer-Semiskilled)

**Status:** Temporary

**FLSA:** Non-exempt (Hourly)

**Date of Announcement:** April 1<sup>st</sup>, 2023

**Application Deadline:** Until position is filled

Under the supervision of the Facility Coordinator, the temporary landscape employee is responsible for the daily upkeep of Goshen City Parks. This position supports the Park Department staff in their efforts to provide and conduct high quality recreation programs, events and facilities within 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.*

- String trimming and edging
- General grounds keeping
- Planting and maintaining flower beds, grasses and shrubs
- Maintain Quilt Garden
- Pruning, raking
- Weed control
- Mulch, aerate and watering
- Maintain greenhouse
- Storm debris clean up
- Learn and practice safety standards
- Perform other duties as assigned.

### **Minimum Training and Experience Required:**

- Relevant work experience in lawn maintenance.

### **Special Requirements:**

- Must be at least 18 years old.
- Valid driver's license.

### **Minimum Physical and Mental Abilities:**

- Must be responsible and reliable.
- Must be available 04/17/2023 to 10/13/2023
- Ability to operate power tools and hand tools; the ability to lift, bend, stoop, kneel, crouch and crawl; and have the ability to climb and balance.
- Ability to use utilize departmental equipment including mechanic's tools, medical supplies, vehicles, equipment, etc.
- Ability to exert physical effort in light to heavy (up to 50 lbs) work involving routine stooping, kneeling, crouching, reaching, lifting and pulling; ability to climb and balance.
- 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, parking lots, gardens and landscaped areas throughout the city.
- Ability to sit and stand for long periods.
- Ability to interpret, apply and explain rules, regulations, policies and procedures.
- Ability to make sound judgements and to exercise courtesy and tact in dealing with patrons.

**Environmental Adaptability:**

- Ability to work outdoors in extreme temperatures and inclement weather.
- Ability to work in diverse conditions including exposure to the outdoors, weather in all seasons, dust, poisonous plants, animals and insects.

**Rate of Pay:**

Grade 4; \$16.99

**Work Hours:**

Monday - Friday, varying shifts between 8:00 am and 4:30 pm.

Must be available 04/17/2023 to 10/13/2023

Applications are required, and are available in Human Resources, 204 E. Jefferson St., Goshen or online at [www.goshenindiana.org](http://www.goshenindiana.org). Click Job Opportunities.

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