

**Position Title:** Part-time Park Maintenance Worker  
**Department:** Sprewell Bluff Park  
**FLSA:** Non-Exempt  
**Reports To:** Park Coordinator

**Job Summary:**

Under indirect supervision of the Park Coordinator a person in this position will carry out various maintenance duties. Incumbent will work throughout the entire park as needed. Also works within in facilities to clean, set up and prepare buildings for daily use. This position requires weekend rotating duties.

**Major Responsibilities:**

*The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.*

- Maintain the Parks maintenance building and the Parks Maintenance Tools.
- Trash pick-up and clean-up of buildings
- Clean campground and overlook bathrooms daily
- Clean and maintain cabins and RV sites between guests stays
- Making minor repairs to buildings, public areas, trails, and equipment
- Setting up equipment and preparing facilities for special events
- Maintain the firewood supply and campground fire pits
- Maintains time, maintenance and production records of daily tasks performed
- Requires the ability to convey and exchange information, and give report on daily tasks performed
- Learn park rules, and assist other staff in relaying and enforcing them to the parks visitors
- Ability to work in all weather conditions
- Become familiar with the park use only areas of the park and routinely check them
- Pick up supplies outside of the park using a park vehicle
- Performs other duties and services as assigned
- Some computer skills with Microsoft Word and email
- Must be able to work safely with all equipment and while performing job duties
- Must knowledge of nature, plant and wildlife, and this areas geography

**Desired Knowledge, Skills and Abilities:**

- Knowledge of electrical, plumbing and general machine operations ( blowers, weed eaters, wood splitter, chainsaw, power tools etc.) preferred
- Must be able and eligible to drive department vehicles (trucks, cars, UTV etc.)  
Provide report of daily duties
- Ability to communicate effectively with the public

- Ability to work independently, and identify possible maintenance issues
- Must possess a strong work ethic and a positive team player attitude
- P.O.S.T. Certified
- Certified in First Aid and CPR

**Minimum Qualifications:**

- Minimum age required is 18
- High school diploma or its equivalent
- Ability to lift up to 50 pounds
- Consent to criminal background check
- Possess and maintain a valid Class I, Georgia, motor vehicle license
- Provide a 3 year MVR
- Maintain a Satisfactory Driving Record

**Physical Requirements:**

- Job is predominately outside and often requires heavy lifting, and walking miles of trails throughout the park