



COUNTY OF GALVESTON

CLASSIFICATION TITLE: Park Aide
DEPARTMENT: Parks & Senior Services
REPORTS TO: District Supervisor/Senior Park Maintenance Worker

BP__

PAY GRADE: 2 _____ **Date Created:** August 1, 2002 **Approved by:** _____
PAY STEP: C _____ **Date Revised:** September 5, 2008 **Approved by:** _____
SALARY: Hourly \$9.27 – Benefit Eligible
FLSA STATUS: Exempt Non-Exempt (PT Hourly) **POS #5220200105**

POSITION SUMMARY: This position is responsible for performing maintenance, repair, and upkeep on county parks and facilities.

ESSENTIAL FUNCTIONS

Performs maintenance and upkeep of lawn, trees, flora, and foliage; mows and trims grass; prunes and plants trees, flowers, and shrubs; pulls weeds and waters plants.
Picks up debris from parks, empties trash barrels, and cleans party grills and tables.
Cleans restrooms at park.
Removes cobwebs, mops floors, cleans rooms, and restocks supplies in cabanas and restrooms.
Inspects park benches, tables, and similar facilities to ensure they are in safe working condition; removes rusty nails and replaces rotting boards, as needed.
Inspects playground equipment to ensure it is safe working condition.
Maintains and repairs equipment.
Performs minor repair and preventative maintenance on buildings and park facilities; repairs playground equipment and picnic shelters.
Paints buildings, equipment, and facilities.
Performs other related duties as assigned.

REQUIRED KNOWLEDGES AND SKILLS

Working knowledge of the purposes, principles, terminology, and practices employed in the maintenance, upkeep, and repair of public parks and related facilities.
Working knowledge of equipment and tools used in the maintenance, upkeep, and repair of public parks and related facilities.
Working knowledge of Galveston County geography.
Working knowledge of construction, painting, and carpentry as it relates to the functions of the department.
Working knowledge of local and state law, procedures, and policies as they relate to the mission of the department.
Physical condition commensurate with the demands of the position.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The work is typically performed while sitting, standing, stooping, bending, crouching, or walking. The employee frequently lifts light and heavy objects, climbs ladders, and uses tools or equipment requiring a high degree of dexterity. The work is typically performed in park buildings or in the field where the employee may be exposed to dirt, dust, grease, machinery with moving parts, or cold or inclement weather. The work may require the use of protective devices.

SUPERVISORY RESPONSIBILITY

This position may exercise functional supervision over community service workers or part-time employees.

MINIMUM QUALIFICATIONS

Ability to read, write, and perform basic mathematical calculations.
Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
Possession of or ability to readily obtain a valid driver's license issued by the State of Texas for the type of vehicle or equipment operated.

POST DATE: 9-10-08

CLOSE DATE: Until Notified