

## Part-Time Recreation Laborer

Department: Parks and Recreation  
Reports To: Recreation Director

FLSA Status: Non-exempt  
Salary: Starting at \$15.00 per hour

### POSITION SUMMARY

Under the supervision of the Recreation Director, the Recreation Laborer is a non-exempt position under FLSA. This employee will perform general cleaning, maintenance and upkeep of buildings and grounds, and other duties as assigned.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Collects and disposes of trash and debris on City property;
- Mows grass and clears exterior walk-ways of trash and debris;
- Maintains playground equipment in all parks within the City parks;
- Utilizes equipment to perform maintenance duties throughout all City Parks, athletic fields;
- Performs various duties in landscaping; plants, cuts, trims, rakes, digs, edges, and weeds;
- Prepare recreation facilities for special events; sets up chairs, tables, booths, stages, and tents;
- Performs work in constructing, painting, repairing, or other duties associated with building maintenance;
- Operates motorized equipment to include but not limited to riding mowers, tractors, grooming machines, turf tricksters, pick-up trucks, and other associated equipment;
- Performs other related duties as assigned;
- Follows City and department policies and procedures.

### POSITION REQUIREMENTS

**Minimum Required Education & Experience:** No prior experience or training is required; or any combination of education, training, and experience which provides the knowledge, skills, and abilities required to perform the essential functions of the job.

### Knowledge, Skills and Abilities:

- Knowledge of materials commonly used in construction, maintenance and repair activities as related to assigned areas;
- Knowledge of, or ability to learn, standard cleaning methods and grass maintenance practices.
- Read and comprehend simple instructions, short correspondence and memos;
- Ability to use maintenance equipment such as mowers, chain saws, hedge trimmers, paint spray gun, hand tools, chalker for ball parks, hand and power saws;
- Ability to follow written and/or verbal job assignments and/or crew assignments;
- Ability to perform routine, repetitive tasks on a continuous basis;
- Ability to exert continuous physical effort including frequent bending, walking, manipulating and heavy lifting of equipment;
- Ability to work and get along with others.

### CERTIFICATION, LICENSE AND SPECIAL REQUIREMENTS

- Requires a valid Georgia Driver's License.

**PHYSICAL DEMANDS:** The work requires heavy lifting, climbing, crawling, crouching, feeling, grasping, handling, hearing, pushing, pulling, reaching, speaking, standing for a long period of time, talking, visual activity and walking for a long period of time.

### **The City of Bloomingdale is an Equal Opportunity Employer.**

Applications for Employment can be found on the City's website [www.bloomingdale-ga.gov/employment](http://www.bloomingdale-ga.gov/employment) or picked up at City Hall located at #8 W. Hwy 80, Bloomingdale, GA, Monday- Friday from 8:00 A.M. to 5:00 P.M.

Completed applications can be submitted at City Hall during regular business hours, by email to [gsaxon@bloomingdale-ga.gov](mailto:gsaxon@bloomingdale-ga.gov), or by U.S. mail to:

City of Bloomingdale  
P.O. Box 216  
Bloomingdale, GA 31302