



<b>Position Description:</b>	Seasonal Ground Maintenance Worker
<b>Department:</b>	Public Works
<b>Reports to:</b>	Grounds Maintenance Lead or Designee
<b>FLSA Status:</b>	Non-Exempt
<b>Position Status:</b>	Seasonal / Temporary

### **General Definition and Nature of Job**

This position performs entry-level and semi-skilled manual labor in support of the Town's grounds maintenance and public works operations, including the upkeep of parks, streets, rights-of-way, and Town-owned facilities to maintain a clean and safe environment.

Work involves operating basic equipment and hand tools and is performed primarily outdoors in varying weather conditions. Duties are generally routine but may vary based on seasonal needs and operational priorities.

This role is part of a small, hands-on team and requires reliability, flexibility, and a willingness to assist as needed to support daily operations under the direction of the Grounds Maintenance Lead.

### **Essential Duties and Responsibilities:**

#### **Operations Support:**

- Maintain Town-owned grounds, including mowing, trimming, edging, and landscaping
- Remove litter, debris, and vegetation from streets, sidewalks, rights-of-way, and public spaces
- Assist with maintenance and upkeep of Town buildings, facilities, and public areas
- Load, unload, and move materials such as dirt, gravel, brush, and debris
- Support roadway and drainage work, including ditch cleaning and shoulder maintenance

#### **Field Support:**

- Follow direction provided by the Grounds Maintenance Lead
- Assist in completing assigned tasks efficiently and safely
- Work as part of a team to meet daily operational goals

**Equipment and Worksite Responsibility:**

- Operate and maintain equipment such as mowers, trimmers, blowers, and hand tools
- Perform routine inspection, cleaning, and basic maintenance of assigned equipment
- Report equipment issues, damage, or repair needs promptly

**Community and Event Support:**

- Assist with setup and breakdown for community events and Town projects
- Support beautification and improvement efforts

**Emergency and Seasonal Operations:**

- Assist with storm response, debris removal, and emergency operations
- Participate in seasonal work such as leaf removal and weather-related response

**Safety and Compliance:**

- Follow and reinforce safety procedures and proper use of PPE
- Report hazards, damage, or unsafe conditions promptly

**REQUIRED SKILLS AND QUALIFICATIONS**

- High school diploma or GED preferred
- Valid Tennessee driver's license required
- Ability to pass a pre-employment drug screening
- Ability to safely operate or learn to operate grounds maintenance equipment
- Ability to perform physically demanding labor in outdoor conditions
- Basic understanding of workplace safety practices
- Ability to follow verbal and written instructions
- Reliable, punctual, and able to work independently or as part of a team

**PREFERRED SKILLS**

- Prior experience in landscaping, grounds maintenance, construction, or general labor
- Experience operating zero-turn mowers, tractors, or trailers
- Basic mechanical skills for equipment maintenance
- Familiarity with hand and power tools
- Knowledge of roadway or drainage maintenance practices
- Experience in municipal or public works environments

## **PHYSICAL DEMANDS AND WORK ENVIRONMENT**

Work is performed primarily outdoors in varying weather conditions, including extreme heat, cold, humidity, and precipitation.

The position requires:

- Frequent standing, walking, bending, kneeling, and lifting
- Regular lifting of up to 50 pounds (more with assistance)
- Operation of motorized equipment and hand tools
- Exposure to noise, dust, traffic, and uneven terrain

Employees must adhere to all safety protocols and use appropriate personal protective equipment (PPE).

## **COMPENSATION AND BENEFITS**

- Starting pay range: \$13.50 - \$16.00 per hour, depending on qualifications and experience.
- Comprehensive benefits including health insurance, retirement plan participation, paid vacation and sick leave, and observed holidays.