



HILL COUNTY
JOB POSTING/ DESCRIPTION
April 13, 2023

Job Title: Junior Laborer

Department: Parks

Type: (1) Seasonal

Accountable To: Superintendent of Beaver Creek Park

Wage: \$12.01 hourly

Job Overview: Performs duties of cleaning, maintenance, and repair of park grounds and facilities. May collect fees. Must be at least (16) years of age.

Essential Functions (Major Duties or Responsibilities): This position performs labor duties in the operation of the park. Position requires work outdoors, but may do some office work. May perform strenuous physical labor and work in adverse weather. Position requires ability to communicate; walk on uneven ground; visually inspect premises; shovel; lift heavy objects weighing up to 100 pounds; operate lawn mowers; and drive a pickup.

Knowledge, Skills, and Abilities: This position requires the ability to: Operate maintenance equipment in a safe and efficient manner, perform manual labor, follow safety procedures; communicate effectively; follow verbal and written instructions; establish effective working relationships with fellow employees, supervisors, and the public.

Minimum Qualifications (Education and Experience): The above knowledge, skills and abilities are typically acquired through a combination of education and experience equivalent to:

- Some previous experience in performing manual labor is preferable.
- Must possess valid driver's license and have access to transportation.
- Must be at least (16) years of age.

HILL COUNTY

POSITION DESCRIPTION

APRIL 2023

POSITION: Junior Laborer (Seasonal)

DEPARTMENT: Parks

ACCOUNTABLE TO: Superintendent of Beaver Creek Park

SUMMARY OF WORK: Performs duties of cleaning, maintenance, and repair of park grounds and facilities. May collect fees. Must be at least (16) years of age.

JOB CHARACTERISTICS:

Nature of Work: This position performs labor duties in the operation of the park. Position requires work outdoors, but may do some office work. May perform strenuous physical labor and work in adverse weather.

Personal Contacts: Limited contact with the general public when performing cleaning and maintenance duties; daily contact when selling permits.

Supervision Received: Under immediate supervision from the Superintendent on a daily basis.

Essential Functions: Position requires ability to communicate; walk on uneven ground; visually inspect premises; shovel; lift heavy objects weighing up to 100 pounds; operate lawn mowers, and drive a pickup; collect fees.

AREAS OF JOB ACCOUNTABILITY AND PERFORMANCE:

- Cleans and maintains park; mows grass; builds campgrounds
- Works in office to sell permits; handle money; and deal with the general public
- Empties large containers of garbage
- Cleans outhouses
- Maintains and repairs buildings and equipment
- May clean lodge, cabins, shops, and bathhouses in Camp Kiwanis
- Builds and repairs tables
- Performs other related duties as required

JOB REQUIREMENTS: The successful applicant must be able to perform the following job requirements with or without reasonable accommodation.

Knowledge, Skills & Abilities: This position requires the ability to: Operate maintenance equipment in a safe and efficient manner, perform manual labor, follow safety procedures; communicate effectively; follow verbal and written instructions; establish effective working relationships with fellow employees, supervisors, and the public.

TRAINING AND EXPERIENCE:

- Some previous experience in performing manual labor is preferable.
- Must possess valid driver's license and have access to transportation.
- Must be at least (16) years of age.

JOB PERFORMANCE STANDARDS:

Evaluation of this position will be based primarily upon performance of the preceding requirements and duties. Examples of job performance criteria include, but are not limited to, the following:

- Performs assigned duties.
- Follows safety procedures in performance of duties.
- Provides for clean and maintained park buildings, outhouses, and campgrounds.
- Deals tactfully and courteously with the public.
- Observes work hours and is punctual.