



From the desk of...
Jason Mitchell
Director of Parks and Recreation
*Borough of Cresskill
67 Union Avenue
Cresskill, NJ 07626*

JOB DESCRIPTION: Maintenance Worker – Parks & Recreation

JOB TITLE: Maintenance – Parks & Recreation Department

OBJECTIVE:

Perform a variety of tasks in the construction, cleanliness, maintenance, and/or repair of parks and related facilities. Work involves heavy physical activity in areas such as lifting, pulling, pushing, crawling, and climbing in maintenance of equipment and facilities; exposure to both inside and outside environmental conditions in extremes of weather. Employee must be able to lift up to 65 pounds. A primary function of this and every other job at Cresskill Parks and Recreation department is to ensure that each member, guest and visitor receives the highest caliber of service.

ORGANIZATIONAL RELATIONSHIPS:

1. Reports to: Receives immediate supervision from the Director of Parks and Recreation.
2. Directs: Will supervise a staff of volunteers and hourly seasonal support staff.
3. Other: Works closely with Director of Community Center and Director of Senior Center and other employees who help at parks and recreation facilities.

GENERAL STATEMENT OF DUTIES:

This is a non-supervisory position engaged in construction, repair and operation of various types of equipment for the maintenance of the Municipality of Cresskill Parks and Recreation facilities.

EXAMPLES OF WORK:

1. Perform general maintenance, construction and repair of parks and recreational facilities;
2. Water, repair and fertilize lawns, plant and prune trees and shrubs, rake leaves and clean walks & paths, fields, courts and other facilities;
3. Inspect and repair playground equipment, picnic tables, benches, and other park amenities;
4. Clean restrooms and pick up litter around parks and medians, and remove bagged trash;
5. Prepare and maintain athletic fields and related parks and recreation facilities are ready for games and practices;
6. Utilize a variety of hand and power tools in park landscape maintenance work;
7. Assist DPW in routine maintenance of such equipment;
8. Performance of assignments and special projects as requested by supervisor.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of general construction tools and equipment with safe work practices.

The ability to perform general construction and maintenance activities; perform heavy manual labor; learn to operate a variety of construction and maintenance equipment; understand and carry out oral and written directions; establish and maintain effective working relations with those contacted in the course of work.

Education: High School Graduate, GED, or above with a minimum age of 21 years old. With one or two years of relevant experience preferred.

Essential Physical Demands: Must be able to sit or stand for long periods of time. Must be physically able to frequently grasp, grip, pull, push, twist, and lift an average of 35-50 pounds.

Hours: Will vary depending on the time of the year, and will need to be flexible to work different hours with prior written notice of change in workweek schedule. Ability to be flexible in working around continual change in program schedules. This is a 37.5 hour per week job.

EQUIPMENT OPERATED: Vacuum, buffer, floor scrubber, various power tools and other assigned equipment as required.

REQUIRED CERTIFICATES AND LICENSES: Valid New Jersey motor vehicle operator's license.
Pesticide License?
Certifications?

COMMUNICATION SKILLS: Ability to write, read and comprehend simple instructions, short correspondence, and memos. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

1. Perform manual labor including lifting heavy weights, stooping, bending and twisting;
2. May assist in other sections of the department as necessary; and
3. Perform other such duties as may be assigned.

DUTIES	NONE/OCCASIONAL/FREQUENT
Administrative duties	Approximately 10% of the time
Fixing/Repairing/Cleaning/Maintenance duties	Approximately 90% of the time
Walking	Frequently
Prolonged standing	Frequently
Bend/twist/stoop	Frequently
Squat/Kneel	Frequently
Pushing/Pulling	Frequently
Overhead work/Reach above shoulder level	Occasionally
Lifting/Carrying 11-20 lbs.	Frequently
Lifting/Carrying 21-50 lbs.	Frequently
Lifting/Carrying > 50lbs	Occasionally
Operate or work near moving machinery	Frequently
Driving Automotive equipment	Occasionally
Working with dust	Frequently
Working with chemicals	Occasionally
Eyesight, including near acuity and depth perception	Frequently
Resistance to inclement weather	Frequently
Communication skills	Frequently

To obtain an application please visit <https://cresskill.seamlessdocs.com/f/9evxhvkud5n>

- **Median Annual Salary:** \$29,390 (***\$14.13/hour***)
- **Top 10% Annual Salary:** More than \$46,488 (***\$22.35/hour***)
- **Bottom 10% Annual Salary:** Less than \$20,862 (***\$10.03/hour***)

IDEAL CANDIDATE:

- Experience in cleaning, facility maintenance, in operation of floor scrubbers, buffers, and other related equipment as required; or any equivalent combination of education and experience that provides the required knowledge, skills and abilities.
- Knowledge of building and ground maintenance.
- Knowledge in care of and safe operation of related tools and equipment.
- Ability to tactfully interact with other employees, the public and users of various facilities.
- Ability to be flexible in working around continual change in program schedules.
- Special Requirements: Possession of an appropriate valid State Issued driver's license.