



## City of Findlay

<b>Job Title:</b>	<b>Temporary Support Staff – Grounds Maintenance</b>	<b>Job Category:</b>	EEO-8
<b>Department/Group:</b>	Various City Departments	<b>Tested</b>	No
<b>Exempt:</b>	No	<b>Classified:</b>	No
<b>Level/Salary Range:</b>	\$10.14/hr	<b>Position Type:</b>	Seasonal
<b>Appointed:</b>	No	<b>Hours:</b>	Vary according to need

### Summary

Under the direction of Water Treatment Plant's Management and/or designee, incumbent maintains outside grounds, building janitorial and general building maintenance.

### Job Description

#### SUPERVISORY & ESSENTIAL RESPONSIBILITIES

The incumbent has no supervisory responsibility.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Maintain grounds, mowing landscaping, snow removal;
- Facility janitorial and/or public restroom care ;
- Trash/Debris removal and other unskilled duties as required;
- Maintains maintenance, equipment and building maintenance records;
- Operates specialized equipment and vehicles
- Performs other duties as required.

#### LICENSES AND CERTIFICATIONS

Valid Ohio Driver's License

#### EDUCATION AND/OR EXPERIENCE

High School Diploma or GED

#### OTHER KNOWLEDGE, SKILLS AND/OR ABILITIES

- Knowledge of standard procedures regarding maintenance of grounds;
- Ability to use equipment for mowing and landscaping;
- Ability to use specialized equipment for grounds and building maintenance

#### PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee is frequently required to stand and walk. The employee is occasionally required to climb or balance, stoop, kneel, crouch or crawl. The employee may lift up to 100 lbs. Effort is exerted regularly for sustained periods of where strain may be intense for frequent or moderate duration. Physical effort involves heavy lifting in a non-sitting position with high manual dexterity required.



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### WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential duties of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Incumbent is responsible for a variety of different operations to be able to complete assignments with accuracy required to protect tools, materials and prevent injuries to others. The working conditions include moderate exposure to dust, grease, extreme temperature, pollen and grass clippings, hazardous materials or inclement weather with occasional exposure to hazardous work conditions.

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