



Town of Branford Job Description: Part-Time Maintainer

Location / Department	Recreation Dept. /Community House / 46 Church Street
Reports To:	Lead Maintainer / Supervisor
Position Status:	Part-Time, Non-Exempt
Weekly Hours:	Not to exceed 1000 hours annually
Salary Classification:	Hourly
Affiliation:	This is a year round position

Position Summary/Purpose

The purpose of this position is to under the responsibility of the Director and Maintenance Supervisor perform all tasks and duties that are required for the proper, orderly, and effective maintenance of all the department’s community centers, buildings, parks, ball diamonds, structures, etc., under the jurisdiction of the Branford Recreation Department.

Essential Job Functions:

The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position

- Maintains general order and cleanliness of all assigned facilities.
- Inspect facility and the surroundings to help insure safe and proper conduct of patrons
- Maintain supplies needed for all restrooms, kitchens, etc.
- Assume total routine tasks, including sweeping, scrubbing, dusting, and polishing floors, washing walls, washing windows, cleaning restrooms, walks, fields, and fixtures, perform painting and general repair work at the centers, fields, clean all sidewalks after snow and be responsible for snow removal, etc.
- Load and unload supplies and materials
- Cut grass on all department’s parks and fields
- Keep all fields and parks clean, tidy, and neat
- Mark all softball, baseball, football, and soccer fields, or other recreation areas necessary for the successful operation of the department.
- Assist with the moving of playground equipment and supplies when needed.
- Assist with the set-up and tearing down of the Town beaches, such as floats, lifeguard stands, etc.

Supervision:

Supervision received: Works under the immediate supervision of the Maintenance Supervisor.

Supervision Given: None

Minimum Required Qualifications:

Education Training and Experience: Any combination of education and experience which demonstrates the knowledge and experience to perform the work.

Special Requirements

Valid state Driver's License

Knowledge, Ability and Skills:

Knowledge: Of equipment, materials and supplies used in building and grounds maintenance; some knowledge of equipment and supplies used to do minor repairs.

Ability: To work independently and to complete daily activities according to work schedule; ability to lift heavy objects, walk and stand for long periods of time, and to perform strenuous physical labor under adverse field conditions; ability to communicate orally and in writing; ability to use equipment and tools properly and safely; ability to understand, follow, and transmit written and oral instructions; ability to establish effective working relationships with employees, supervisors, and the public.

Skill: In operation of listed tools and equipment.

Tools and Equipment Used

Pickup truck; lawn and landscaping equipment, including tractors, mowers, air purifiers, chain saw, edger, weed trimmers, electric motors, pumps, sprinklers, irrigation systems; miscellaneous hand and power tools for turf maintenance, carpentry, painting, plumbing, electrical, and cement finishing work; swimming pool equipment including chlorination system, pumps, boiler, valves, filtration devices, gauges, etc.; janitorial equipment including floor buffers, steam cleaner, carpet cleaners, washers, vacuums, mops, broom, and dusting equipment.

Job Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee frequently works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.

(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.)