



EFFINGHAM COUNTY BOARD OF COMMISSIONERS

Job Title: Park Crew Leader	Job Code:
Reports to: Director of Parks and Landscapes	FLSA Status: Non-Exempt
Department: Parks and Landscapes	Pay Grade:

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

Position Overview:

This position is responsible for supervising and working with a crew for the beautification of the Effingham County Board of Commissioners Sports Complexes and Parks

Principal Duties and Responsibilities (Essential Functions):**

Assigns work to crew, including park maintenance, chemical application, irrigation repairs, liter pickup, athletic field mowing and landscape installation through Effingham County. Prepares baseball fields; removes bases; blows clay and sand from dugouts; repairs pitchers' mound and home plates; drags the infields with steel mat; removes clay from base stubs; inserts bases; chalks boxes, circles, and lines; drains water from infields.

ADDITIONAL FUNCTIONS

Reviews work of assigned crew.

Picks up paper and cigarette butts; empties garbage cans; hauls trash to dumpsters; puts new garbage bags into trash cans.

Sweeps and mops concession stands; cleans bathrooms; sweeps bleachers; rakes playground.

Sets up soccer flags; sets up football fields.

Cuts grass; blows sidewalks; disperses killing granules; spreads quick dry compounds on wet areas; treats edges of fields with grass killers; aerates infields; weed eats fishing landings; fertilizes fields; trims branches; spreads seed.

Drives truck; hooks trailers to trucks; loads and unloads tractor from trailers; operates tractor and lawnmower; operates rolling painting and chalking machines.

Cleans and maintains equipment.

Repairs and adjusts sprinkler heads; sets sprinkler times.

Pressure washes sidewalks and pavilions.

Paints and transports benches; sets temporary fences; paints fair line poles.

Unloads shipments from trucks.

Makes minor building repairs and works on beautification projects throughout the county.



EFFINGHAM COUNTY BOARD OF COMMISSIONERS

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Job Code: 0706503

Regular and routine attendance at work is required.

Provides assistance to other employees or departments as needed.

Performs other related duties as required.

Work Hours M-F 7am to 3:30pm

May be required to work an occasional weekend for coverage at a special event/tournament

MINIMUM QUALIFICATIONS

High school diploma or GED; supplemented by 1 Year previous experience and/or training involving grounds maintenance; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Georgia driver's license.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the capacity to act as a Work Lead, including overseeing work, acting on employee problems, and assigning the work of others.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to start, stop, operate and monitor the functioning of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division; the ability to calculate decimals and percentages; the ability to utilize principles of fractions; and the ability to interpret graphs.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.