

**Town of Walworth  
Parks & Recreation Department  
Parks Laborer Position  
Year Round Part Time – 32 Hours Per Week**



**Description of Work**

**Job Summary:**

This position is a supervised position under the Parks Groundskeeper. The employee performs a variety of manual duties in the Parks, Town Hall, and town owned properties while also assisting other department personnel in the performance of their job duties.

**Typical Work Activities:**

(The listed examples may not include all the duties performed by the person in this position. Duties may vary from time to time and are at the discretion of the Town Administration and/or Department Head. All need not be performed in a given position. Other related activities may be performed although not listed.)

- Maintains park shelters, lodges, restrooms, parkland, and related support facilities;
- Performs trail maintenance;
- Mows lawns and trims edges around walks, flowerbeds, walls, fences, hedges, trees, and shrubs;
- Maintains public park space;
- Plants, waters, and attends to weed grass, flowers, trees, and shrubs;
- Rakes leaves, picks up brush and litter;
- Assists with various Recreational program setups;
- Plows or shovels snow and spreads salt on walkways, steps, driveways, or crossings;
- Repairs and paints fences, gates, walks, walls, tables, benches, and guardrails;
- Installs playground, park, and athletic equipment;
- Maintains and repairs playground equipment (including safety checks);
- Maintains athletic fields and courts including mowing, lining, aerating, and edging;
- Maintains athletic activity areas (dragging, nail dragging, weeding, dressing, and edging);
- Cleans out gutters, drainage ditches, culverts, and catch basins;
- Operates manual power tools and equipment;
- Operates a variety of tractors, mowers, and small equipment for park maintenance;
- Performs other additional duties as assigned

**Full Performance Knowledges, Skills, Abilities, and Personal Characteristics:**

Good knowledge of grounds maintenance procedures and practices; good knowledge of hand tools and power equipment; ability to perform minor repair work to facilities; working knowledge of basic plant care and landscaping; ability to safely operate hand, power, and motorized ground tools and equipment; ability to perform preventative maintenance and minor repair work on motorized grounds equipment; ability to care for and store tools and equipment; ability to follow and give simple oral and written instructions, ability to push, hold, and lift equipment, tools, supplies, debris; willingness to perform manual labor; willingness to work alone; mechanical aptitude; endurance; physical condition commensurate with the demands of the position.

**Minimum Qualifications:**

There are no educational or experience qualifications for this position.

**Special Requirements:**

Possession of a valid Class \*D\* Operator's license issued by the New York State Department of Motor Vehicles at time of appointment.