

**CITY OF MITCHELL**  
**Job Description**

**Job Title:** Park Specialist  
**Department:** Park & Recreation  
**Division:** Park  
**Reports To:** Park Foreman  
**Location:** Hitchcock Park Shop  
**FLSA Status:** Non-exempt  
**Salary Level:** Labor II  
**Prepared Date:** 01/99, 07/10 rev

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**SUMMARY**

Maintains grounds and areas along highway right-of-way of city parks by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Sows grass seed or plants trees, shrubs, or flowers, according to instructions and planned design of landscaped area.

Applies herbicide or mulch to designated areas

Grubs and weeds around bushes, trees, and flower beds. Trims hedges and prunes trees.

Mows lawns.

Picks up or carts away paper and rubbish.

Repairs and paints benches, tables and guardrails, and assists in repair of roads, walks, buildings, and mechanical equipment.

Installs and repairs electric and plumbing equipment.

Installs and repairs irrigation equipment.

Cut and stump trees.

Operates city equipment to complete park or city projects.

Heavy Equipment Operator.

**QUALIFICATIONS** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE**

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

**CERTIFICATES, LICENSES, REGISTRATIONS**

Spraying license

SD Commercial Driver's License

**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.

While performing the duties of this job, the employee is regularly required to walk and climb or balance. The employee frequently is required to use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee is occasionally required to stand, sit, and talk or hear. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK 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 is frequently exposed to moving mechanical parts. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; outside weather conditions; and vibration. The noise level in the work environment is usually moderate.