



## SERVICE WORKER IV

### PARKS & CEMETERIES DIVISION

### PARKS AND RECREATION DEPARTMENT

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**MAJOR FUNCTIONS:** This is responsible skilled work involving the maintenance and repair of city facilities. Work is performed under the direction of the Parks and Cemeteries Superintendent.

**ESSENTIAL DUTIES:** Responsible for the daily construction, maintenance and repair of the city's cemetery facilities, parks, and grounds. Operates various light and heavy-duty vehicles and equipment as well as various landscaping equipment. Assists Superintendent in the management of daily maintenance, project management, and customer service dealing with cemetery facilities. Assists Superintendent in formulating all work plans, programs, and schedules related to all cemetery facilities. Performs maintenance and minor repair of assigned equipment and tools, performs daily safety inspections and reports major equipment repair needs. Identifies and reports vandalism and safety concerns. Operate City's internal communication (radio) system. Performs other non-essential duties as required.

**KNOWLEDGE, EDUCATION, AND EXPERIENCE:** Considerable knowledge of the principles, methods, practices, rules and regulations, procedures and operations of cemetery and recreation facility and grounds maintenance as applicable to a municipal setting. Ability to operate and maintain various light, medium and heavy-duty vehicles, equipment and tools. Knowledge of applicable city laws, policies and regulations affecting park and cemetery maintenance activities and occupational hazards. Ability to interpret plans and maps. Ability to communicate clearly and concisely (i.e., verbally and written). Ability to establish and maintain effective working relationships with city employees, other federal, state and local governmental representatives, vendors, contractors and the general public is essential.

Graduation from High School or G.E.D. Must have a valid Florida Commercial Drivers License (Class "B") or must obtain license within 90 days. The successful candidate will have at least four (4) years of experience in landscaping and/or cemetery grounds maintenance and operating light, medium and heavy-duty vehicles and related equipment. An equivalent combination of education and experience will be considered.

**JOB LOCATION:** Auburndale Memorial Park, 1889 W. Derby Avenue

**WORK SCHEDULE:** Monday – Friday, 8:00 a.m. – 5:00 p.m. Must be able to work nights and weekends, as needed.

**HIRING RATE:** \$38,468 Annually

**CLOSING DATE:** Open until filled

Persons interested in this position should complete a City of Auburndale application and submit it to the Parks and Recreation Director, 119 West Park Street. Applications can also be downloaded online at [www.auburndalefl.com](http://www.auburndalefl.com).

*The City of Auburndale is a Drug-Free Workplace and an Equal Employment Opportunity Employer.*