

## **WORCESTER COUNTY JOB OPPORTUNITIES**

**DEPARTMENT:** RECREATION & PARKS

**JOB TITLE:** PARKS WORKER I – PART TIME/TEMPORARY (SEASONAL)

**COMPENSATION:** GRADE 8/STEP 8 - \$17.49 HOURLY

**WORK LOCATION:** WORCESTER COUNTY RECREATION CENTER, 6030 PUBLIC LANDING ROAD  
SNOW HILL, MARYLAND AND OTHER PARK LOCATIONS ACROSS WORCESTER COUNTY

**WORK SCHEDULE:** VARIES- DAYS, EVENINGS, AND WEEKENDS AS NEEDED

**APPLICATION PERIOD:** UNTIL FILLED

**JOB SUMMARY:** Under the immediate supervision of the Parks Crew Leader, schedules, performs, and oversees park repair/maintenance operations in the County parks systems.

### **GENERAL REQUIREMENTS**

- Pre-employment background check
- Safety Sensitive position requiring Drug and Alcohol Testing
- Possession of a valid driver's license, and a motor vehicle history with less than 4 points
- May work on days, evenings, and weekends to support tournaments, events, or weather-related events etc.

### **ESSENTIAL JOB DUTIES AND RESPONSIBILITIES**

- Performs various semi-skilled and skilled labor tasks
- Determines, reports, and corrects safety issues throughout parks
- Operates and maintains a variety of hand and power operated tools
- Operates and maintains gas/diesel powered, electrically driven, and/or hydraulically operated equipment/machinery
- Performs preventative maintenance and makes minor repairs to facilities, equipment and vehicles
- Mows grass, uses weed eater, and removes debris from property; maintains trees, shrubs, and flowers
- Maintains basketball and tennis courts as well as recreation/athletic fields; prepares fields for programs and games
- Performs plumbing and carpentry tasks
- Assist with Recreation Department requests, special events and programming needs to include set-up, break-down, man hours, field preparation, etc.
- May be required to report outside regular work hours due to inclement weather
- Completes assigned tasks accurately and by established deadlines
- Cross train and back up other staff as needed
- Establishes and maintains harmonious working relationships with co-workers, elected or appointed officials, and the general public using tact, discretion, sound judgment, and professionalism
- Complies with safety programs, procedures training, fire drills, COOP plans, etc. and works safely
- Ensures confidentiality of information and records and complies with record retention schedule
- Adheres to the Worcester County Government Personnel Rules & Regulations
- Performs all other duties as assigned

### **QUALIFICATIONS AND SKILLS**

- Valid driver's license and driving record of less than 4 points (MD)
- Basic math skills required
- Basic knowledge of grounds keeping, plumbing, carpentry, and maintenance / repair of small equipment
- Basic knowledge of the operation and function of tools, equipment, and vehicles used in the construction and maintenance of parks operation
- Ability to follow verbal and written instructions; read street signs; keep records and logs; complete written forms; and to communicate effectively with the public. Ability to apply acquired knowledge to increasingly varied and complex tasks
- Ability to perform duties independently and as part of a team; ability to train on equipment and vehicles of higher complexity; ability to complete assigned tasks by established deadlines
- Ability to perform manual physical labor including frequent walking, bending, stooping, lifting, and carrying heavy objects

### **SAFETY ANALYSIS**

*(Rarely (<5% of the time), Occasional (5-25% of the time), Frequent (25-75% of the time); Constant (>75% of the time)*

Ability to perform manual physical labor including frequent walking, bending, lifting, and carrying heavy objects up to 60 lbs. Heavy Work - Constant viewing and lifting over 10lbs; Frequent talking, hearing, carrying, pushing, pulling, lifting, and moving of objects over 25lbs; Occasionally over 60lbs. Known hazards include risks associated with impacts, heat, chemicals, and sharp objects. Work environment involves everyday risks typical of such places as parks, playgrounds, and swimming pools. Work environment may also involve exposure to adverse and inclement weather conditions.

## **Worcester County Government Benefits Information**

Worcester County Government offers its employees a comprehensive benefits package, including medical, dental, and vision insurance, paid time off, holidays, retirement plans, and much more! To learn more details about our full range of benefits, please view our Benefits Guide at <https://www.jobs.worcestermd.gov>.

### **Paid Time Off**

Full time employees can accrue up to 248 hours of paid time off in the first year of employment starting on the first full pay period. This includes up to 80 hours of vacation, up to 120 hours of sick, and up to 48 hours of personal leave. The accrual for vacation increases after 6 years and 15 years. Unused vacation and sick leave can be rolled over annually as outlined in the policy details. Full time employees are granted 14 paid holidays in calendar year 2024.

### **Medical Benefits**

Full time employees are eligible for medical, dental, vision, flexible spending account(s), and AFLAC voluntary plans on the first day of the month after date of hire. Please visit our on-line Benefits Guide at the link above for additional details about the plans, co-pays, and premiums.

Full time employees are eligible for county paid life insurance and long-term disability insurance on the first day of the month following six months of employment.

### **Retirement**

All employees budgeted for 500 hours, or more will automatically participate in Maryland State Retirement effective on the date of hire, if not already retired from a Maryland State Retirement system. All employees are eligible to participate in a deferred compensation plan that offers pre-tax and ROTH contribution options. The county provides a \$1 for \$1 match of employee's contributions up to a maximum of \$1,000 per fiscal year as outlined in the plan documents.

### **Part Time Employees**

Part time employees are eligible to participate in the deferred compensation plan on the first day of the month after date of hire. Part time employees are eligible to earn 1 hour for every 30 hours worked of sick leave (up to 64 hours). Sick leave can be taken after a 106-day waiting period.

### **Extras for All Employees**

All employees are eligible to use the Fitness Room at the Worcester County Recreation Center at no cost. All employees have access to an Employee Assistance Program that provides telephone consultations and up to 3 face-to-face visits per year. All employees are eligible for SECU credit union membership.

**For more information**, please view our Benefits Guide at <https://www.jobs.worcestermd.gov> or call Human Resources at 410-632-0090.