



## **JOB DESCRIPTION**

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**Job Title:** Groundskeeper/Laborer

**Department:** Police Department

**Reports To:** Uniformed Patrol Commander

**FLSA Status:** Part-Time- No Benefits

**Prepared By:** Police Chief/Uniformed Patrol Commander/Human Resources

**Approved By:** Human Resources/Uniformed Police Commander

**Salary:** \$16.00-\$19.00/HR DOQ

**Position Objective:**

Assist in routine general grounds maintenance throughout the city.

**Duties and Responsibilities:**

Primary responsibilities include weed trimming and removing debris in specific throughfares throughout the city. Secondary responsibilities include oversight of individuals assigned community service in accomplishing the above-mentioned as well as assisting in general grounds maintenance of City parks and trails. Operation of hand mower and/or string trimmer. Other various duties as assigned.

**Working Conditions:**

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, high or precarious places, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, vibration, confined space, and traffic hazards. The employee is occasionally exposed to outside weather conditions, dampness, direct sunlight, dust, pollen, insect stings, and animals. The noise level in the work environment is usually loud. Involves some exposure to stress due to the work environment and/or crisis situations.

**Mental Demands:**

Must be able to follow instructions. Must have awareness of safety and adhere to safety policies.

**Physical Demands:**

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

**Contacts:**

City employees. General public.

**Special Requirements:**

Must be at least 18 years of age. Must have a valid Colorado driver's license. Must pass a post-job offer drug screen, background check and clean motor vehicle record. Works 30 hour weekly work schedule rotating between Monday – Friday.

**Job Closes 4/15/2025. 1 Position available.**