



JOHN L. SALOMONE  
TOWN MANAGER

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## CAREER OPPORTUNITY

<b>POSITION:</b> <b>GROUNDSKEEPER I</b>	<b>PAY RANGE:</b> \$24.20 – 27.30/hour	<b>CLASSIFICATION/ GRADE:</b> LT-10	<b>EEOC L&amp;T</b>
<b>LOCATION:</b> Parks and Grounds Division	<b>APPLY BY:</b> October 9, 2015	<b>APPLY TO:</b> Town Manager 131 Cedar Street Newington, CT 06111	

Under the general supervision of the Crew Leader or Groundskeeper Foreperson, performs semi skilled and manual labor in the construction, installation, repair and maintenance of parks, recreational areas and facilities, and public grounds.

### ESSENTIAL JOB FUNCTIONS

- Receives oral or written work order from Supervisor who reviews work in progress.
- Operates dump trucks, powered mowers and related equipment.
- Lays out, prepares, and inspects parks, recreational areas and facilities and public grounds for public use.
- Performs snow removal.
- Performs installation, repair and inspections of equipment and facilities.
- Performs heavy manual labor in the removal of trees, debris and garbage.
- Follows standard safety procedures and regulations.
- Meets and/or exceeds customer expectations with an unparalleled commitment to excellent customer service and positively promoting and enhancing the services and programs offered by the Town.

### REQUIRED MINIMUM QUALIFICATIONS

- High school or technical school education; and
- One (1) or more years of experience within previous five (5) years in landscape maintenance, parks and recreation.

**LICENSE OR CERTIFICATE:** A valid Connecticut Commercial Driver's License.

**See attached Job Description for other duties and qualifications.**

The Town of Newington is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of age, sex, race, color, religion, marital status, sexual preference, national origin, or disability.

Phone: (860) 665-8510 Fax: (860) 665-8507  
townmanager@newingtonct.gov  
www.newingtonct.gov

**TOWN OF NEWINGTON**

<b>TITLE:</b>	Groundskeeper I	<b>GRADE:</b>	LT-10
<b>DEPARTMENT:</b>	Parks and Recreation Department	<b>DATE :</b>	06/29/05 TC Adopted

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**POSITION DESCRIPTION**

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**ADDITIONAL JOB FUNCTIONS**

- Performs related tasks as required.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Commitment to excellence in customer service.
- A general knowledge of the tools, equipment, materials, methods, and practices used in the general maintenance and improvement of public parks and Town facilities.
- Ability to safely and efficiently operate, service, and make minor repairs to fleet equipment.
- Ability to work without immediate or direct supervision.
- Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagrammatic form.
- Ability to meet and deal tactfully and effectively and maintain harmonious relationships with other employees, department officials and the public.

**REQUIRED PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS**

- Sufficient stamina and strength to be exposed to the discomforts of working out of doors year round.
- Ability to work with and around various flowers, trees, and foliage.
- Ability to withstand dust, pollen, and minor insect annoyances.
- Ability to push/ pull/ lift object generally weighing fifty (50) pounds or less.
- Sufficient stamina and good health to perform strenuous physical labor.
- Ability to be mobile, sit, stand, and walk for extended periods of time.
- Ability to perform gross body coordination.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
- Ability to hear normal sounds with some background noise and to communicate effectively.
- Ability to concentrate on fine detail with some interruption.
- Ability to read and understand warning decals, labels, and navigate through maps.
- Ability to attend to task/ function for more than 60 minutes at a time.
- Ability to understand and relate to specific ideas, generally several at a time, and understand and relate to theories behind related concepts.

- Ability to remember multiple tasks/ assignments given to self and others over extended periods of time.
- Ability to move within Town buildings and facilities.
- Ability to get into and out of a motor vehicle/ truck/ dump truck.
- Ability to get into and out of and/ or on and off equipment.

**REQUIRED MINIMUM QUALIFICATIONS**

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**LICENSE OR CERTIFICATE:** A valid Connecticut Commercial Driver's License.

Note: The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility.

I understand that nothing in this position description restricts the Town's right to assign or reassign duties and responsibilities to this job at any time. I also understand that this position description reflects the Town Administration's assignment of essential functions; it does not prescribe nor restrict the tasks that may be assigned. I further understand that this position description may be subject to change at any time due to reasonable accommodation or other reasons.

I have reviewed this document and discussed its contents with my supervisor and I fully understand the nature and purpose of this position description and its related duties.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date