



JOB OPENING

Troup County Government

Position: Parks Maintenance Superintendent	Department: Parks & Rec	Salary: \$20.22/Hr
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Under general supervision and instruction this position is responsible for supervising the maintenance of county parks and recreation facilities.

Qualifications/Knowledge:

- ⇒ Must be at least 21 years of age, High school diploma or GED, current valid driver's license and ability to obtain license for the type of vehicle or equipment operated
- ⇒ Must have at least 3 years minimum experience in related field
- ⇒ Knowledge of grounds maintenance methods and materials
- ⇒ Knowledge of landscaping principles and practices
- ⇒ Knowledge of supervisory principles and practices
- ⇒ Knowledge of facilities maintenance principles
- ⇒ Knowledge of budget management principles
- ⇒ Knowledge of department and county policies and procedures, and relevant federal, state, and local laws and regulations
- ⇒ Skill in the operation of job-related vehicles and equipment
- ⇒ Skill in the use of hand and power tools
- ⇒ Skill in the supervision of personnel
- ⇒ Skill in oral and written communication

Essential Duties and Responsibilities:

- ⇒ Plans, schedules, coordinates, supervises and inspects employee activities in order to maintain parks and park facilities
- ⇒ Oversees and manages park construction and repair projects; solicits bids; oversees and manages the work of contractors
- ⇒ Prepares annual budget requests and manages approved funds
- ⇒ Directs and supervises turf maintenance, landscaping, reconstruction and repair, and irrigation system maintenance; determines fertilizer and herbicide needs for each ball field
- ⇒ Performs or assigns safety inspections of park sites and amenities, including playgrounds and sports fields
- ⇒ Identifies, resolves and reports major maintenance concerns to the Director
- ⇒ Calculates time, equipment and materials needed for assigned jobs
- ⇒ Orders parts and supplies as needed; monitors and approves purchases
- ⇒ Supervises the operation and maintenance of tools and equipment
- ⇒ Researches and develops equipment specifications
- ⇒ Completes a variety of regular and special reports
- ⇒ Operates mowers, trucks, trailers, vehicles and specialized turf machinery
- ⇒ Hires, trains, assigns, directs, supervises, evaluates and disciplines personnel
- ⇒ Makes carpentry, electrical, and plumbing repairs
- ⇒ Troubleshoots and repairs irrigation systems
- ⇒ Performs all other related duties as assigned

Employment Applications will be accepted Until Filled on Troup County's website @ www.troupcountyga.org.

Job #: 01032018 Parks Maintenance Superintendent

Grade 19

Valerie P. Heard

Valerie P. Heard, Human Resources Director

Tod Tentler

Tod Tentler, County Manager

Troup County is an Equal Opportunity Employer - A Drug Free and Tobacco Free Workplace