



# CITY OF BROOKSVILLE

## JOB DESCRIPTION

**POSITION TITLE: Park Attendant II**  
**DEPARTMENT: Parks and Recreation**  
**DIVISION:**  
**SUPERVISED BY: Parks Supervisor**

**JOB SUMMARY/OVERVIEW OF THE POSITION:** Performs skilled and semi-skilled work in the maintenance and operation of City parks, athletic fields, playgrounds, cemeteries, and related facilities. This position is distinguished from Park Attendant I by its higher skill level, ability to operate more complex equipment, and responsibility for leading seasonal or temporary workers in daily assignments. Work includes groundskeeping, custodial duties, facility upkeep, and assisting with special events. The position requires safe work practices, customer service, and the ability to work outdoors in varying weather conditions. This position is designated as essential personnel and will be required to work during emergency operations, including severe weather events and natural disasters. Employees must participate in emergency preparedness and response activities, and complete required NIMS (National Incident Management System) training as directed.

### **ESSENTIAL JOB FUNCTIONS:**

Assist with the maintenance of the burial grounds and performs general grounds keeping.

- Perform routine and skilled maintenance of parks, athletic fields, playgrounds, cemeteries, and public grounds.
- Operate light and medium equipment such as mowers, utility vehicles, tractors, and attachments for turf maintenance.
- Maintain athletic fields including mowing, edging, dragging, lining, and irrigation system upkeep.
- Perform custodial duties such as cleaning restrooms, shelters, concession areas, and public facilities.
- Plant, water, prune, and maintain trees, shrubs, and flower beds.
- Install and maintain park fixtures such as benches, tables, signage, and fencing.
- Conduct daily inspections of facilities and grounds for safety hazards, cleanliness, and maintenance needs; report issues promptly.
- Perform maintenance of park grounds including but, not limited to: cleaning public restrooms, grounds, emptying trash, etc.
- On-Call Duty: Employees designated as on-call must adhere to the established City On-Call Policy and their department's Standard Operating Procedures (SOPs)
- Utilize the City's work order system daily to receive, update, and close assignments.
- Assist with setup, takedown, and support for recreational programs and special events.
- Perform preventive maintenance on tools and equipment.
- Lead and train seasonal or temporary staff in proper work methods and safety procedures.
- Interact with the public in a courteous and professional manner, providing information and assistance as needed.
- Perform other related duties as assigned.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Equipment: Small Tools (i.e., wrenches, screwdrivers, pitchfork, shovel, etc.), Carpentry Tools (i.e., screwdrivers, skill saw, etc.), vehicle, tractors, runabouts, pesticide/herbicide spray equipment, push mowers, gas trimmers, and gas blowers.

**Skills & Expertise:**

- Ability to follow directions, perform assigned duties timely and effectively
- while working carefully and complying with safety rules. Knowledge of operational
- characteristics of assigned equipment and of safe handling techniques and related occupational hazards.
- Skill in the operation of assigned equipment.
- Ability to work under extreme adverse weather conditions.
- Ability to physically lift and load 45 lbs. into assigned garbage and trash collection equipment.
- Ability to project and maintain a good public image, provide excellent customer service to the
- public, ability to deal courteously and efficiently and interact effectively with public, coworkers and supervisor.
- Ability to follow directions and complete assignments accurately and on time.
- Willingness and ability to exercise sound judgment and perform at an acceptable level of efficiency and productivity.
- Actively support the Departments and the City's goals, programs, and objectives.
- Ability to work independently and confidentially without close supervision.
- Ability to read, comprehend, implement, and complete written and/or oral directions in
- English.
- Ability to maintain an acceptable attendance record.
- Willingness and ability to comply with the City's regulations and procedures.
- Must maintain an acceptable driving record and be insurable by the City's insurance carrier.
- Knowledge of turf management, landscaping, and horticultural practices.
- Knowledge of safe operation of mowers, tractors, and other grounds maintenance equipment.
- Ability to perform minor repairs and preventive maintenance on tools and equipment.
- Ability to follow written and verbal instructions.
- Ability to work independently and as part of a team.
- Ability to perform physical labor outdoors in various weather conditions.
- Ability to maintain effective working relationships with supervisors, co-workers, and the public.

**PHYSICAL SKILLS:** Use of both arms, legs, and hands with majority of fingers, good vision (with corrective device), good hearing (with corrective device), ability to lift and load 45lbs, walking, standing, crawling, squatting, kneeling, bending, pushing, balancing, climbing, and stooping.

**EDUCATION, TRAINING AND EXPERIENCE:**

- High school diploma or GED required.
- At least two (2) years of grounds maintenance, landscaping, or park maintenance experience required; municipal experience, preferred.
- Experience operating light to medium grounds maintenance equipment required.

**LICENSES, CERTIFICATIONS OR REGISTRATIONS:** Valid Florida Driver's License – Class E.

**ADA STATEMENT:** *A qualified employee or applicant with a disability may be afforded a reasonable accommodation to perform the essential job functions of a position in compliance with the Americans with Disabilities Act.*

**DRUG-FREE WORKPLACE:** *City of Brooksville is a drug-free workplace in accordance with Federal and Florida law.*

**VETERANS' PREFERENCE:** *Under Section 295.07, F.S., Chapter SSA-7, City of Brooksville provides to Veterans, that preference in appointment will be given to preference-eligible applicants.*

**HR INFORMATION**

**REVISION DATE: 10/2025**

**FLSA STATUS: Non-Exempt**

**PAY GRADE: See current pay scale**