

RESOLUTION NO. 15-03

By: John Rohyans

A Resolution authorizing the hiring of a Grounds Maintenance Worker, and to declare an emergency.

Whereas, the hiring of all full-time and part-time salaried and hourly employees is conditional upon the approval of City Council:

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEXLEY:

Section 1. That the Mayor is authorized to hire a Grounds Maintenance Worker.

Section 2. That the salary for the Grounds Maintenance Worker shall be step one of the salary schedule due to a lateral transfer between departments and provided for by the AFSCME contract in effect at the date of hire.

Section 3. That this resolution is an emergency measure necessary for the preservation of the public peace, health and safety, said emergency being the need to maintain adequate staffing level at the earliest possible date and shall go into effect upon its passage and approval by the Mayor.

Passed: _____, 2003

President of Council

Attest: _____

Approved: _____, 2003

9-09-03 First Reading
9-23-03 Second Reading
10-14-03 Third Reading
Tabled
9-28-04 Withdrawn

David H. Madison, Mayor

**CITY OF BEXLEY
CLASSIFICATION SPECIFICATION**

Grounds Maintenance Worker

Job Responsibilities:

Under general supervision, operates light motorized equipment and performs unskilled and semi-skilled labor tasks to assist with the care and maintenance of City-owned grounds and trees; utilizes hand and power tools to maintain trees and equipment; performs other related duties as required.

Qualifications:

Any combination of training and work experience which indicates possession of the skills, knowledge and abilities listed below. An example of an acceptable qualification for this position is completion of tenth school grade and two (2) years grounds maintenance experience, or equivalent. Knowledge of applicable ANSI standards. Ability to obtain a valid State of Ohio motor vehicle operator's license and be insured by the City's insurance carrier. Ohio Department of Agriculture public operator's license desirable.

Essential Job Functions:

Operate light motorized equipment to maintain City parks and grounds (e.g. trucks, mowers, tractors, backhoe, etc.); plow snow; pick up refuse; trim trees and bushes and maintain flowers, trees and shrubs; mow and trim park beds; apply herbicides, insecticides and fertilizers.

Inspect equipment for excessive wearing of parts; perform routine maintenance on City equipment (e.g. change oil, lubricate moving parts, clean filters, sharpen blades, etc.).

Perform other unskilled and semi-skilled tasks (e.g. clean and paint buildings and equipment, mow and trim park beds, repair fences, shovel snow, spread salt, etc.).

Assist Tree Maintenance Workers with tree removal.

Knowledge, Skills and Abilities Necessary to Perform Duties:

Knowledge of grounds maintenance materials, equipment and methods including plant propagation, management of perennials and annuals and fertilization, pesticide and herbicide application; safety practices and procedures; equipment maintenance.

Ability to perform heavy physical labor for extended periods of time under possibly adverse weather conditions; follow oral and written instructions; direct the work of others; work without close supervision.

Skill in operation of light motorized equipment; safe and effective use of hand and power tools.

Date adopted: October 27, 1993
Date revised: April 5, 1995