

HENDRICKS  
COUNTY



PARKS &  
RECREATION

# HENDRICKS COUNTY PARKS & RECREATION

## JOB ANNOUNCEMENT: Part-Time Maintenance

**Title:** Part-Time Maintenance

**FLSA Status:** Non-Exempt  
\*Part-time

**Department:** Parks and Recreation

**Pay Band:** \$10.00 - \$11.00/Hr.  
Est 28hrs/week – year round

**Supervisor:** Park Manager

**Reporting Location:** Danville

### **Job Summary:**

To assist with general landscape and building maintenance duties.

### **Essential Job Functions:**

- Perform general landscape duties as directed.
- Maintain, clean, and make basic repairs of landscape equipment.
- Assist Park Manager with building and facility maintenance.
- Diligent compliance to all safety procedures.
- Displaying an exceptionally helpful and friendly attitude to all parks visitors.
- Ability to work without direct supervision for long periods of time.
- Other duties as assigned.

### **Qualifications:**

- Applicants must at least 18 years old to apply for this position.
- Experience with standard landscape maintenance equipment
- Ability to effectively and politely assist staff and members of the public.
- Ability to communicate well, both verbally and in writing.
- A high degree of pride in work performed and self-motivation is essential.

**License or Certificates:**

Must possess a valid driver's license and the demonstration of a safe driving record.

**Working Conditions and Physical Demands:**

Duties will be performed primarily outdoors during all seasons of the year. This position requires the ability to walk/stand for long periods of time, walking on uneven terrain, and lifting/carrying objects weighing up to 50 lbs. Persons in this position must be responsible and feel comfortable working alone for hours at a time. Some weekends and some holidays may be required.

**Responsibility:**

Part-time maintenance employees report directly to the Park Manager or Park Naturalist as directed.

**\*NOTE:** A criminal background investigation is required of ALL HCP&R employees.

**Applications** may be downloaded at <http://www.hendrickscountyparks.org/get-involved> or picked up in person at the Hendricks County Human Resources Department.

**To Apply:**

Applications may be sent to:  
Hendricks County Human Resources Department  
355 S. Washington Street #217  
Danville, IN 46122

**Questions may be e-mailed to:** [hcparks@hcparks.net](mailto:hcparks@hcparks.net)