

**Town of Brunswick**  
**Position Description**  
**FLSA: Non-Exempt**

Position Title: Maintenance Worker/  
Mechanic Technician

Department: Parks and Recreation

Reports To: Parks Foreman

**GENERAL SUMMARY:**

Operating under the general direction of the Parks Foreman and in accordance with established policies and procedures, the incumbent is responsible for the overall maintenance and repair of assigned Parks and Recreation facilities, parks, and athletic fields to ensure that all are safe for use by the public. This individual is also responsible for performing skilled work as a motor vehicle and small engine repair technician in the maintenance and repair of gasoline and diesel-driven automotive and parks maintenance equipment.

**ESSENTIAL JOB FUNCTIONS:\***

- Performs a variety of turf maintenance procedures including mowing, aeration, fertilization, seeding, thatching and irrigation to insure optimal and safe playing conditions.
- Measures out, establishes and maintains playing field lines for softball, baseball, soccer, lacrosse, football, and other recreation-related areas and facilities.
- Installs, maintains and repairs chain link fencing at all municipally owned recreational facilities
- Maintains and troubleshoots problems on park and recreation trucks, cars, lawn tractors and other equipment, making minor repairs and performing maintenance, such as oil changes and cleaning, as needed
- Maintains the Coffin Pond chlorination system to ensure water quality, using proper safety procedures for handling chlorine in a public swimming environment.
- Removes snow and ice from public access areas such as sidewalks, bike path, ice rinks, parking lots, and travel ways.
- Develops and maintains natural ice rinks.
- Performs janitorial and custodial tasks to ensure the cleanliness of assigned Parks and Recreation facilities.
- Performs interior and exterior painting, semi-skilled carpentry, plumbing and other handy work on buildings and equipment including minor repairs to chairs, floors and cabinets as well as replaces window glass and sash cords.
- Maintains a variety of site amenities associated with the assorted Parks and Recreation athletic facilities.
- Evaluates recreation facilities to ensure they are safe and suitable for public use.
- Winterizes/pressurizes water lines to athletic fields, seasonal restrooms, irrigation systems and other seasonal park and recreational facilities.
- Functions as traffic controller and crossing guard, as needed.
- Establishes and maintains effective working relationships with public, civic groups and municipal personnel.

**ESSENTIAL JOB FUNCTIONS (continued):**

- Carries out all maintenance activities in conformance with required safety procedures.
- Opens, closes, and locks gates at various department facilities as scheduled.
- Performs general repairs and preventative maintenance on automobiles, trucks, tractors, mowers, and other power equipment utilized by the parks maintenance staff.
- Troubleshoots and diagnoses vehicle and equipment problems including electrical system malfunctions.
- Evaluates department vehicle fleet and equipment and determines when work by outside mechanic service companies is appropriate; obtains price quotes for outside services.
- Schedules service and repair work; maintains service records for repair and maintenance work performed.
- Inspects and maintains playground equipment regularly during prime season. Installs and removes equipment as scheduled.
- Performs landscaping and vegetation management, including brush cutting, weed whacking, weeding fertilization, planting, mulching and watering.
- Performs welding and occasional fabrication of parts or other duties relating to the upkeep of equipment.

**OTHER DUTIES AND RESPONSIBILITIES:**

- Assists with the care of the Town's trees.
- Performs other related duties as required.

**SKILLS/EXPERIENCE/TRAINING REQUIRED:**

Technical school training or other approved training in automotive mechanics and small engine repair.

High School diploma or equivalent plus a knowledge of general building maintenance, landscaping, turf care, mechanical repair work and skilled in the use/operation of tools, large equipment and machinery.

Three or more years experience in automotive mechanic and small engine repair work.

Valid Driver's License.

**SUPERVISORY RESPONSIBILITIES:**

No supervisory responsibilities.

**WORKING CONDITIONS/PHYSICAL DEMANDS:**

Able to read and interpret vehicle and equipment manuals and electrical diagrams and schematics.

Frequent and extended periods of strenuous physical exertion, requiring ability to operate tools and machinery, bend and crawl; and lift, carry and position heavy objects utilizing proper body mechanics and techniques.

**WORKING CONDITIONS/PHYSICAL DEMANDS: (continued)**

Exposed to inside and outside elements such as all weather conditions and extremes, wetness, dirt/grease, and confined spaces; and to hazardous chemicals such as pesticides, herbicides and water treatments.

*The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.*

**\* External and internal applicants, as well as position incumbents who become disabled as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.**

11/04

Reviewed: 06/09