

**PLEASE POST FOR ALL APPLICANTS TO READ
MACON-BIBB COUNTY GOVERNMENT**

POST DATES: 8/11/2015 – Until Filled	EEOC CODE:	CLASS CODE:
CLASSIFICATION TITLE: Golf Maintenance Worker		
HOURLY RATE: \$11.06		
WORK WEEK: Varies	WORK HOUR: Varies	
DEPARTMENT: Recreation	DIVISION: Bowden Golf Course	
DEPT. HEAD: Dale Dougherty	(X) REPLACEMENT	() NEW REQUIREMENT

Job Summary:

Performs manual work of a physically demanding nature, pertaining to the maintenance and repair of golf course.

Duties and Responsibilities:

1. Performs a variety of manual tasks such as: mowing, weeding eating, edging, and maintaining the proper length of grass at the golf course.
2. Performs limited janitorial tasks as directed.
3. Performs landscape maintenance related duties such as planting and cutting grass, shrubs, flowers, etc.
4. Cleans and maintains materials and equipment.
5. Performs preventive maintenance checks on assigned equipment/structures and reports those in need of repair.
6. Shovels, spreads, rakes and/or picks up dirt, sand, or related materials and debris.

Minimum Qualifications:

1. High school diploma is preferred, or any equivalent combination of education and experience acceptable to the appointing authority.
2. Ability and willingness to work on a scaffold as required
3. Ability to understand and follow simple written and oral instructions. Skill in the safe operation of maintenance related equipment (weed eaters, mowers, chain saws, etc.)
4. Ability to maintain effective working relationships with fellow employees and with members of the general public.
5. Must possess a valid Georgia driver's license.
6. Must be available for any required overtime after normal working hours.
7. May be required to obtain a pesticide license.

8. Employee shall be required to complete a County-approved course in Occupational Safety and Health Administration (OSHA) approved methods of protection against exposure to hazardous materials and blood-borne pathogens.

Working Conditions:

1. The work is performed indoors and outdoors where the employee is exposed to noise, dust, dirt, grease, irritating chemicals, machinery with moving parts and inclement weather.
2. Moderate and heavy lifting as well as stretching and standing.
3. Fast-paced environment with changing priorities.
4. High activity, multiple deadlines, constant interruptions.
5. High visibility of behavior with customer and public interaction.
6. Travel between several parks daily.

(ADA) MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Language Skills:

Ability to read and understand written materials. Ability to effectively communicate information to supervisors, co-workers, and the general public.

Mathematical Skills:

Ability to work with basic mathematical concepts such as addition, subtraction, multiplication, and division.

Communication Skills:

Must be able to effectively communicate orally and in written form in a professional manner in order to give or exchange information, resolve problems, and/or provide service. In addition, this position requires extensive contact with other employees, the general public, and public officials, often involving problem-solving circumstances.

Reasoning Ability:

Ability to interpret and understand a variety of forms, reports, manuals, regulations, and other means of instruction and guidance.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position requires light-to-medium demands with intermittent sitting, standing, walking, computer use, and occasional lifting of lightweight objects.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The work environment is primarily an indoor office work area, although the incumbent is occasionally required to work outdoors and is exposed to inclement weather conditions.

If you feel you qualify for the above position apply online at www.maconbibb.us Applicants who are not selected to fill the position will be notified by mail or email. Position openings are to remain posted for at least seven (7) working days before the position is filled so that all applicants qualified for the position will have an opportunity to apply.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER