

Town of Fort Myers Beach Job Description

Position: Maintenance Worker 1 – Bay Oaks

Department: Culture, Parks & Recreation

The Town of Fort Myers Beach is seeking to fill a Maintenance Worker I - Bay Oaks position that will report to the Culture, Parks and Recreation Department. Responsibilities:

- Maintains, or supervises the maintenance of the Bay Oaks Recreation Campus including the park, ball fields, recreational building, and other related recreational facilities and equipment.
- Prepares and maintains maintenance schedules for grounds and facilities as related to recreational programming and events.
- Cleans lawns, patios, and sidewalks and picks up leaves and litter.
- Trims and prunes tree branches.
- Operates and performs maintenance on power equipment such as changing oil, and parts lubrication and adjustment.
- Repairs benches, playground equipment and sprinklers.
- Paints building surfaces, picnic tables, etc.
- Drags, lines and prepares fields for athletic programs as needed and as directed.
- Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
- Coordinates preparation of parks and facilities, and the proper disbursement of equipment for games, events, and other activities.
- Performs equipment maintenance, servicing and repairs.
- Implements parks and facilities improvement projects.
- Posts and maintains appropriate signage to ensure user safety and compliance.
- Schedules and completes routine campus cleaning such as emptying and cleaning all trash containers, mowing fields, performing landscaping duties, etc.
- Maintains the interiors of buildings including organizing the storage facilities, and replacing light bulbs, making minor repairs, and other necessary functions.
- Assists Recreation staff in maintaining, cleaning, and repairing all program equipment and supplies.
- Prepares and sets up activity rooms and campus grounds for recreation and senior programs, special events, and classes.

Minimum Education, Training and Experience

- High school diploma or GED; supplemented by a minimum of five (5) years' experience that demonstrates extensive knowledge of street, building and environmental maintenance
- Must be a United States Citizen or eligible to work in the United States.

- Must possess a valid Florida Driver's License with acceptable driving record.
- Must successfully pass a background check, and alcohol and drug test.
- Ability to read and follow written and oral instructions.
- Able to establish and maintain effective working relationships.
- Able to operate necessary equipment.
- Excellent work history and attendance record preferred.
- Ability to communicate orally and in writing.

The Town offer a very competitive Benefits Package to include 100% paid medical/dental insurance for Town employees as well a full benefits package and accrued leave time.

EOE

COVID-19 precautions

- Personal protective equipment provided or required
- Temperature screenings
- Social distancing guidelines in place
- Sanitizing, disinfecting, or cleaning procedures in place