

# CRAVEN COUNTY, NORTH CAROLINA

## Employment Vacancy Posting

**POSITION:** Recreation Maintenance Tech I (244-2)  
**LOCATION:** Recreation and Parks Department  
**HIRING RANGE:** \$28,708 - \$30,085  
**JOB TYPE:** Full-time/Permanent/Non-Exempt  
**POSTING DATE:** August 21, 2015  
**DATE AVAILABLE:** August 31, 2015  
**CLOSING DATE:** Open Until Filled

### PRIMARY PURPOSE OF POSITION

The primary purpose of this position is to maintain the grounds and equipment at Creekside Park in James City. On occasion employee may work at other parks operated by Craven County Parks and Recreation at various times throughout the year.

### ESSENTIAL JOB FUNCTIONS

Duties will include mowing, maintaining and preparing ball fields for practice and games, mowing open lawn areas, cleaning restrooms, maintaining picnic shelters and playgrounds; trimming and fertilizing hedges, trees and bushes; repairs and paints park facilities, buildings and playground fixtures; performs electrical and mechanical maintenance, plumbing, carpentry, etc.; operates heavy equipment, such as tractors, front-end loaders, backhoe, riding mowers, etc.; picks up debris and litter and hauls it to specified dump site.

### MINIMUM EDUCATION AND EXPERIENCE

Graduation from High School and experience in operating and servicing various types of equipment. Must be at least 18 years of age and possess a valid NC Driver's License with a clean driving record. Must have knowledge and skills to operate and maintain mowers, trimmers and various equipment used for operating a park. Must be able to read diagrams and lay out sports fields of various dimensions. Must have considerable knowledge of sports turf and the maintenance of turf including fertilizing and spraying chemicals.

### ADDITIONAL JOB FUNCTIONS

Order supplies and equipment necessary for maintaining the park. Ability to take direction and carry out task given by a supervisor. Must be able to lift, bend, stoop, push, stand and walk for long periods of time. Must be able to communicate effectively with employees and supervisors. Understand and follow oral and written instructions.

### HOW TO APPLY

Contact the Division of Employment Security for an official NC State Application (PD107) or download the application from <http://www.oshr.nc.gov/jobs/general.htm>. Applicants must be registered at [www.ncworks.gov](http://www.ncworks.gov) prior to submitting an application. Resumes will not be accepted unless accompanied by a completed application. Apply to Division of Employment Security, 2836 Neuse Blvd, New Bern, NC 28560. Craven County Department contact for questions is Eddie Games at 252-636-6606.

Craven County is an Equal Opportunity Affirmative Action Employer.

