

**CITY OF MARQUETTE**  
Job Description

**POSITION TITLE:** Park Cemetery Laborer  
**REPORTS TO:** Arborist Supervisor / Sexton  
**EFFECTIVE DATE:** April 1, 2010  
**JOB CLASS CODE:** Temporary /Non-Exempt

**POSITION SUMMARY**

Under the general supervision of the Arborist Supervisor / Sexton, performs a wide variety of tasks requiring considerable physical effort. Job assignments include all turf related work in Park Cemetery and other parks and City properties. This is a seasonal, temporary position. Hours of work will be determined by the supervisor, but are not to exceed 40 hours per week.

**ESSENTIAL DUTIES**

An employee in this position may be called upon to do any or all of the following:

1. Maintains all turf areas, including irrigating, seeding and mowing, weeding, raking and shoveling.
2. Assists other crews in a wide variety of duties as assigned by the supervisor.
3. Exercises proper safety precautions in the performance of work, including use of appropriate personal protective equipment, machine guards, and safe work procedures.
4. Inspects equipment before use and monitor its performance. Alerts supervisor of possible malfunctions or maintenance issues.
5. Operates City equipment in a safe, courteous manner using sound judgment at all times.
6. Keeps all equipment clean and organized.

**NON-ESSENTIAL DUTIES**

Performs other related functions as assigned.

**MATERIALS AND EQUIPMENT USED**

- Lawn mowers; both push mowers and riding mowers.
- Rakes, shovels and other hand tools used for lawn work.
- Power tools for yard work including weed whip, leaf vac and blower, sod cutter, power edger, garden tiller and turf broom.

**MINIMUM QUALIFICATIONS REQUIRED**

1. Ability to maintain satisfactory working relationships with public officials, the general public and other City employees.
2. Ability to work a flexible schedule for the duration of the season. Able to commit to working from approximately mid-April to mid- November or until the end of the season.
3. Physical strength and dexterity to perform strenuous work involving lifting and carrying moderately heavy objects.
4. A valid Michigan driver's license and good driving record.
5. Knowledge of safe work practices and materials used.
6. Knowledge and ability to operate a variety of hand tools and power equipment used in landscape maintenance.

**PHYSICAL DEMANDS**

- Ability to work outdoors in all types of climate and weather conditions. Ability to withstand temperature changes in the work environment.
- Physical strength and dexterity to perform work involving lifting and carrying moderately heavy objects.
- Occasional sitting and driving.
- Frequent standing, walking, bending, squatting, twisting, climbing and reaching.

This job description should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of the job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated on this job description.

Approved by:



Arborist Supervisor / Sexton



Human Resources Director