



## ***POSITION ANNOUNCEMENT*** **SEASONAL MAINTENANCE TECHNICIAN**

**Position:** A full-time, seasonal position as Maintenance Technician for the Oakland Township Parks and Recreation Commission (PRC). The majority of position's duties are to perform a variety of custodial, maintenance, and repair activities involving parks and recreation facilities and grounds.

**Supervision/Organization:** The Maintenance Technician will be directly supervised by the Park Maintenance Foreman. The Park Maintenance Foreman reports to the Parks and Recreation Director and the PRC which is responsible for approximately 1100 acres of Township park land as well as the Oakland Township portion of the Paint Creek Trail.

**Duties:** Duties will include the following major responsibilities:

- Inspects park areas on foot and/or by vehicle to maintain a safe and secure environment.
- Appropriately responds to emergencies which occur on park property.
- Maintains good relations with the general public and law enforcement officers.
- Provides accurate information to the public regarding the Township parks.
- Maintains/repairs park structures and grounds including residences, play structures, outbuildings, picnic pavilions, storage buildings, restrooms, fencing, stairs, signs, parking lots, landscaping, trails, boardwalks and recreation facilities such as athletic fields and archery range.
- Safely operates and maintains hand and power tools, two-way radio communication devices, and diesel or gasoline powered equipment.
- Maintains safety and repair records and reports.
- Regular trash removal from parks and trails.
- Removal/pruning of smaller fallen and/or hazardous trees with a chainsaw.
- Invasive plant management, weeding of planting beds, supporting habitat restoration as needed.
- Participates in special park programs such as National Trails Day, Music in The Meadows, Goodison Good Tyme, Winter Carnival, etc.
- Operates and maintains Parks and Recreation trucks, gator, trailer and other motorized equipment.
- Minor maintenance and repair of Parks and Recreation buildings as needed.
- Organization of municipal meeting rooms to facilitate meetings of Township-sponsored organizations.

**Qualifications:** High school graduate or GED; minimum two years working knowledge of facilities and grounds maintenance; valid Michigan driver's license; ability to take direction and work independently or with other employees, ability to interpret and work with maps/plans. Individual should be physically able to bike/hike in parks and on the Paint Creek Trail. Education or technical training in parks and recreation, environmental studies, and/or building/landscape maintenance preferred.

**Please see the Parks and Recreation page of the Oakland Township website, [www.oaklandtownship.org](http://www.oaklandtownship.org), for a complete list of specific job responsibilities and required qualifications.**

**Pay Rate, Starting Date and Work Schedule:** Pay will be commensurate with work experience. This is a 12 week position. Employee will be expected to work 40 hours per week. Anticipated start is in May 2017, but somewhat flexible.

**To Apply:** Submit resume and three professional references to:  
Mail: Seasonal Maintenance Technician Position  
Oakland Township Parks and Recreation  
4393 Collins Road, Rochester, MI 48306

Email: [ckasprzak@oaklandtownship.org](mailto:ckasprzak@oaklandtownship.org)

**All resumes and professional references must be received no later than 3pm Wednesday May 3, 2017.**

The Charter Township of Oakland is an Equal Opportunity Employer.  
Pre-placement physical exam at department's expense will be required.