

**CITY OF GONZALES**  
**POSITION DESCRIPTION**

**TITLE:** Equipment Operator I  
**DEPARTMENT:** J.B. Wells Park

**JOB:** Full-time and Part-time  
**FLSA:** Non Exempt

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**SUMMARY:** This is a service–maintenance position responsible for maintaining, repairing and providing grounds-keeping services at park and facility grounds. Has contact with the public and limited responsibility for preparation of reports. Make few non-routine decisions. This position directly reports to the Crew Leader for supervision.

*The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by incumbent(s) in this position. Incumbent(s) may not be required to perform all duties in this description and incumbent(s) may be required to perform position-related tasks other than those specifically listed in this description.*

**Essential Job Functions:**

- Report any unsafe conditions in or on park grounds to crew leader.
- Mow park and facility grounds, clean stalls.
- Weed eat, trim trees, water and landscape property.
- Pick-up trash and clear debris from park grounds,
- Clean restrooms in Expo, Arena and Show Barn, set up pens.
- Prepare and maintain rodeo arena, volleyball courts and fields.
- Paint and repair park structures.
- Repair and maintain mowing and trimming equipment.
- Provide general up-keep of the department equipment.
- Is responsible for public funds.
- Assist other departments if necessary.
- Must be available for duty on weekends during events scheduled.
- Is responsible for City vehicles, tracts, mowers, edger, weed eaters, chainsaw and painting equipment.
- Maintain vehicle and equipment records, work orders, fuel slips, employee time-sheet and overtime forms.
- Clean and assisting setting up at the Expo
- Other duties as assigned.

**Required Knowledge and Skills:**

- Skill in providing excellent customer service to persons of all ages, regardless of social or economic backgrounds
- Must be familiar with mower, tractor, equipment repair and general maintenance
- Must refer to work orders, equipment gauges, repair manuals and employee handbook
- Must be able to work with persons from all social groups.

**Required Education, Experience, and Certification:**

- High School Diploma or equivalent.
- Grounds and general maintenance skills are necessary.
- Continuing education training and workshop attendance required periodically.
- Must have a valid Texas Driver License.

**Environmental Factors and Conditions/Physical Requirements:**

- Work is performed outside in all types of weather.
- May be subject to standing, sitting, walking, bending, reaching, kneeling and lifting (up to 50lbs).
- Some hazards exist which relate to operating tractors, trimmers, mowing equipment and working around chemicals, compounds and liquids.

**Equipment and Tools Utilized:**

- Equipment utilized may include City vehicle, mower, tractor, drags, loaders, weed eater, back pack blower, chain saw, edger, spray, shovel, rake, broom, drill and other maintenance related tools and equipment.

Must be able to pass criminal history background check, pre-employment drug screen and pre-employment physical.

Applications for employment may be found at [www.gonzales.texas.gov](http://www.gonzales.texas.gov) or at the City of Gonzales-City Hall 820. St Joseph. Please submit applications- Attn: Kristina Vega at 820 St Joseph or PO Box 547 Gonzales, TX 78629. Position will remain open until filled.

The City of Gonzales is an equal opportunity employer.