

## CITY OF TEGA CAY

**CLASS TITLE:** Part-time Seasonal Employee

**DEPARTMENT:** PARKS & RECREATION

**JOB SUMMARY:**

Reports to Grounds and Recreation Superintendents or Grounds Team Supervisors, in the absence of Grounds and Recreation Superintendent. Under limited supervision performs simple to moderately complex tasks to ensure the continued operations of Catawba Park and other Tega Cay Park Facilities.

**MAJOR RESPONSIBILITIES AND DUTIES:**

**Essential Functions:**

- Assists with tournament and special events as directed by Events Manager, Grounds Superintendent and Recreation Superintendent.
- Interacts and communicates with various groups and individuals such as the immediate supervisor, other city employees, vendors and the general public.
- Participates and assists in duties such as:
  - Park maintenance, including but not limited to, removing trash, prepping athletic fields for activities, cleaning restrooms.
- Monitor parking at designated facilities.
- Performs other duties as specified by Parks & Recreation Director, Events Manager, Recreation Superintendent and Grounds Superintendent as requested.

**MATERIALS AND EQUIPMENT USED:**

- Light equipment, small tools as necessary.

**MINIMUM QUALIFICATIONS REQUIRED:**

**Licenses and Certifications:**

- Valid state driver's license.

This class specification should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification as determined by the Recreation Superintendent.