

## **LAKE COUNTY PARKS & RECREATION**

### **Job Description**

**Position Title:** Park Technician

**Park Location:** Lake Etta

**Division:** As Assigned

**Supervisor:** Park Manager

**Classification:** Non-Exempt

**Salary:** \$40,000

**Primary Responsibilities:** Under the direction of the park manager, performs a wide variety of tasks, including, but not limited to maintaining safe, clean and functional facilities.

**Essential Functions of the Job:** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties vary by park location.

- \* Provides exceptional customer service in a courteous, friendly, tactful manner.
- \* Performs regular maintenance of the park, including, but not limited to lawn care, repairs (equipment, trails, irrigation, fences), cleaning of playground, power washing, inspects and repairs safety hazards and maintains all structures.
- \* Performs vegetation management (i.e., trimming overhanging branches, overgrown vegetation, cleaning flower beds, adding and spreading mulch, planting trees and flowers, applying herbicide).
- \* Maintains parking lots and sidewalks, including sealcoating, pot hole patching and snow removal.
- \* Cleans and sanitizes restrooms and replenishes supplies as needed. Disposes of refuse and waste, deposits trash barrels throughout the park and facilities.
- \* Assists with education and enforcement of park rules. Responds to emergency call-out 24/7 and opens and closes the park when needed.
- \* Maintains active and passive natural resource-themed open space.
- \* Collects park fees as needed.
- \* May be responsible for ice-skating program, pool maintenance, ski-lodge and rentals, pulling hayride wagon or hunting program based on site.

**Knowledge, Skills, Abilities:**

- \* Must possess basic electrical, carpentry, plumbing, mechanical and painting skills.
- \* Ability to interact with the public and to courteously respond to inquiries about the facility.
- \* Ability to work with and supervise small groups.

- \* Ability to understand and follow both verbal and written directions.
- \* Ability to operate small tools and equipment and to assist with equipment repair and maintenance.
- \* Working knowledge of gatekeeping responsibilities.

**Qualifications:** Graduation from high school or General Equivalent Diploma (GED).

**Licensing & Certifications:** Valid Indiana Driver's License.

**Directions Provided to Others:** May provide guidance to part-time staff during the summer season.

**Vehicles Used:** Park passenger and utility vehicles.

**Work Environment:** This is a full-time position and hours of work and days are typically 7:00 a.m. to 3:00 p.m. 5 days per week. Some flexibility in hours is allowed, but the employee must be available during the "core" work hours and must work 40 hours each week to maintain full-time status.

While performing the duties of this job, the employee may encounter a variety of weather conditions and environmental conditions. Additionally, the employee may be required to work flexible hours, weekends, extended shifts and holidays.

**Work Authorization:** As a term for employment, a criminal background check is required for employees that are hired into a full-time position.

**Other Duties:** Please note, this job description is not designed to cover or contain a comprehensive listing of activities. Duties, responsibilities and activities may change at any time with or without notice.

**Apply online:** [lakecountyparks.com](http://lakecountyparks.com)

**Resume Review:** February 20, 2026