

## Laborer Supervisor Position Opening

Oldham County Fiscal Court has an opening for a Laborer Supervisor for the Parks Department. The job duties include supervising work crews, establish daily schedules and assignments, responsible for park maintenance.

Applicants must possess a valid driver's license.

Applications must be completed for consideration and are available in the Judge-Executive's Office or online at [www.oldhamcountyky.gov](http://www.oldhamcountyky.gov). Submit applications and resumes to OCFC, HR Dept., 100 West Jefferson St., Suite 4, Lagrange, KY 40031 or email to Tina Schaaf at [tschaaf@oldhamcountyky.gov](mailto:tschaaf@oldhamcountyky.gov).

**Application deadline is March 31, 2016.**

Oldham County Fiscal Court is an Equal Opportunity Employer.

## Oldham County Fiscal Court Job Description

**Job Title:** Laborer Supervisor  
**Department:** Parks & Recreation  
**Reports To:** Parks Director  
**FLSA Status:** Non-exempt  
**Revised:** March, 2007  
**Salary Grade:** 23      24,091 / 31,320 / 38,547  
**Approved:** 03/06/07

**Summary** Maintain park grounds and supervise Parks laborer and inmates.

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

Supervises Parks and Rec laborer

Establish daily schedules and gives work assignments to employees.

Provides Director with short and long-term budget recommendations.

Gives input on employee evaluations.

Attend and give input during Parks and Rec department meetings.

**Other Duties:**

Collect and remove trash

Plant flowers and trees

Maintain perennial plant beds, weed and mulch.

Prepare and maintain athletic fields.

Hauls or spreads topsoil.

Waters lawns, trees, and plants.

Operates mowing and trimming equipment.

Build and maintain furnishings such as benches, picnic tables.

Assist Aquatic Director in pool maintenance and operation

Maintain walking trails

Clean parks and park facilities.

Assists in snow removal.

Work schedule may include evenings and weekends at the Parks and Rec Director's discretion.

**Education and/or Experience**

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

**Computer Skills**

Able to perform simple computer functions in Microsoft Office applications.

**Certificates, Licenses, Registrations**

Valid Driver's License

CPR and first aid certified within one year of employment.

**Other Skills and Abilities**

General understanding of swimming pool operations and maintenance.

Able to use commercial lawn equipment

Able to tow small trailers loaded with equipment, behind a pick-up truck

Basic mechanical, carpentry and plumbing skills.