



JOB ANNOUNCEMENT

The City of Kingston is currently seeking applications for the position of Full-Time Park and Recreation Laborer/Sports Coordinator

Position Purpose: Serving under the direction of the Parks and Recreation Director and the Parks and Recreation Maintenance Supervisor, the successful candidate will be responsible for the general maintenance of all parks and recreational facilities. In addition, the position may entail other duties or essential tasks and functions of the job at any time such as developing, coordinating, scheduling, implementing a variety of recreational programs, activities and special events as assigned by the Parks and Recreation Director or City Manager.

Essential Elements: This position involves a variety of tasks intended to enhance the attractiveness and utilization of city parks and recreational facilities. Candidate must be able to understand and follow verbal and written instructions and work independently. Candidate must be dependable and self-motivated with a high-quality work ethic with great attention to detail. This position involves duties that require a full range of physical motion and activities including manual digging, pushing, pulling, lifting, twisting and turning the upper body, stooping, kneeling, crouching, climbing, balancing, crawling, reaching for objects, walking and standing. The candidate must be alert to peripheral activities when operating equipment and therefore must have a full range of movement in the neck and shoulders. The position may require evening, weekend and holiday shifts.

Principal Accountabilities: Must be dependable, self-motivated and able to work under pressure with a high-quality work ethic while displaying a willing attitude to learn and take on new tasks. Must possess proficient skills in the areas of organizational detail, ability to handle a multitude of tasks simultaneously, have excellent communication skills, work effectively with the public and other employees in a teamwork environment and must be able to follow all safety practices, policies and procedures.

Minimum Qualification: An Associate's Degree and CDL license are preferred. A High School Diploma or G.E.D equivalency is required. The applicant must be able to read, write and make basic mathematical calculations. Work experience related to labor, maintenance, employee supervision, construction and the operation of equipment is desirable. The applicant must be able to pass a drug screen and background check.

Salary is dependent on experience and qualification. This position has an excellent benefits package.

Applications are available online at <https://kingstontn.gov/personnel-hiring-etc/> and at Kingston City Hall located at 900 Waterford Place Kingston, TN 37763. Please submit applications and resumes to the City of Kingston by mail or email at humanresources@kingstontn.gov. The City of Kingston is an Equal Opportunity Employer.