

## City of Vicksburg Job Description

**Job Title:** Maintenance Laborer  
**Department:** Parks and Recreation  
**Reports To:** Maintenance Supervisor  
**FLSA Status:**  
**Prepared By:** Roosevelt Brown  
**Prepared Date:** 10/02/2025  
**Approved By:** Carla Sullivan  
**Approved Date:** 10/02/2025

### Summary

Responsible for performing a variety of manual labor task in support of department foreman and supervisors.

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

Keeps fields and parks clean including, but not limited to picking up and disposing of trash.

Ability to use different types of tools, such as Picks, Shovels, Probes, Brooms, Post Hole Digger.

Operates Weed eater, Edger, Blower, Chainsaw, Riding Mowers.

Repairs, maintains, and cleans tools and other equipment.

### Supervisory Responsibilities

This job has no supervisory responsibilities.

### Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### 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.

### Language Skills

Basic language skills are required.

### Mathematical Skills

Basic mathematical skills are required.

### Reasoning Ability

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

### Computer Skills

No computer skills are required.

### Certificates, Licenses, Registrations

Must have and maintain a valid Mississippi driver's license.

**Other Skills and Abilities**

No other skills are required.

**Other Qualifications**

Must be in good physical shape. Overtime, alterative work schedule and on-call status may be assigned with little or no advanced notice.

**Physical Demands**

The physical demand described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms, climb or balance; stoop, kneel, crouch, crawl; talk or hear and taste or smell. The employee must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and ability to adjust focus.

**Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; extreme cold and extreme heat. The noise levels in the work environment is usually moderate.