

## City of Portage Position Description

**Position Title:** Seasonal Park Mower

**Department:** Parks & Recreation

**FLSA:** Non-Exempt (Hourly)

**Reports To:** Parks and Recreation Director

**Employment Status:** Seasonal / Temporary  
(Typically April through October)

**Effective:** 2/16/26

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### Position Summary

The Seasonal Parks Mower is responsible for maintaining turf areas throughout the City's park system. This position performs routine mowing, trimming, and general grounds maintenance to ensure City parks, athletic fields, and public green spaces are safe, clean, and presentable for public use.

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### Essential Duties and Responsibilities

The following duties are representative of the work performed but are not all-inclusive:

- Mow grass in City parks, athletic fields, boulevards, and other public properties using riding mowers.
- Trim around trees, fences, playground equipment, benches, buildings, and hard-to-reach areas using string trimmers.
- Perform edging, blowing, and cleanup of sidewalks, parking lots, and paved trails.
- Perform other duties as assigned by supervisor.

### Knowledge, Skills, and Abilities

- Ability to safely operate mowing equipment and hand tools.
- Basic knowledge of turf maintenance and mowing practices preferred.
- Ability to work independently and complete assigned tasks efficiently.
- Ability to follow oral and written instructions.
- Ability to work outdoors in varying weather conditions.
- Strong attention to safety around equipment, traffic, and the public.
- Ability to communicate professionally with coworkers and park users.

## Minimum Qualifications

- Must be at least 18 years of age (or 16+ if allowed by local policy).
  - Valid driver's license required (Class D)
  - Ability to pass background check
  - Ability to pass pre-employment drug screening
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## Preferred Qualifications

- Previous mowing or landscaping experience.
  - Experience operating commercial-grade riding mowers or zero-turn mowers.
  - Familiarity with park or municipal maintenance operations.
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## Physical Requirements

This position requires frequent standing, walking, bending, kneeling, and lifting. Employee must be able to:

- Lift and carry up to 50 pounds.
- Work long periods outdoors in heat, humidity, and inclement weather.
- Operate vibrating equipment and machinery.
- Climb in and out of equipment repeatedly throughout the day.

## Work Environment

Work is performed primarily outdoors in parks, athletic fields, and City properties. The employee may be exposed to heat, cold, rain, insects, loud noise, dust, and traffic hazards. Use of PPE may be required.

## Equal Opportunity Statement

The City of Portage is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, age, disability, national origin, or any other protected status.