

**A. Job Title:** Level 1 “Beginner” Landscaping

**B. Definition**

Employee assists Landscape Manager with daily maintenance of all Municipal owned landscaping at Parks, Riverwalk, Municipal Buildings, Parking Lots, and Traffic Islands

**C. Equipment Used**

1. Hand Tools (Shovels, Rakes, Broom, Pruners, Hand Saw, Lopers)
2. Power tools (Blowers, Hedge Trimmers, Weed Whips, Push Mowers)
3. PPE

**D. Job Location**

1. Mishawaka Parks, Riverwalk, Municipal Owned Space

**E. Physical Requirements**

- A. Employees are constantly moving, bending, stooping, and lifting for long periods of time. High dexterity is required for weeding, pruning, and planting. Must have enough endurance to work in heat or cold and operate power blowers, hedge-trimmers, and push mowers for extended periods of time without rest. Must be able to lift at least 50 lbs. unassisted.

**F. Environmental / Working Conditions**

- A. Employee is subject to all types of weather, loud noises from power tools, dirt, dust, and pollen from plants.

**G. Essential Functions of the Job**

- A. Employees perform a variety of landscape tasks utilizing horticulture knowledge. Tasks include: Weeding, cleaning, trash removal from landscape locations, planting, pruning, and any other tasks requested by Landscape Manager

**H. Additional Examples of Work Performed**

- A. Maintain clean and orderly landscape across the City of Mishawaka by: Keeping flower beds free of weeds and unwanted plants, removing trash from parks and flower beds, keeping bushes and trees trimmed, and flowerbeds mulched
- B. Plant flowers, both annual and perennial, each year at our show parks, municipal signs, and park signs
- C. Keep sidewalks clean of debris left by plants, people, and geese using leaf blowers
- D. Clean and maintain equipment
- E. Working in the MEF Community Greenhouse watering plants
- F. Any job requested by Landscape Manager or Supervisor

**I. Qualifications**

- A. Driver’s License Preferred
- B. Must be at least 15 years of age