



STEVEN M. FULOP
MAYOR OF JERSEY CITY

CITY OF JERSEY CITY
DEPARTMENT OF ADMINISTRATION
DIVISION OF HUMAN RESOURCES

CITY HALL | 280 GROVE STREET | JERSEY CITY, NJ 07302
P: 201 547 5217



JOANNE ROSA
DIRECTOR

Job Opening:
Maintenance Worker 1 Grounds

Department: Public Works

Division: Forestry

Exempt/Non-Exempt: Non-Exempt

Union/Management: Local 245

Full-Time/Part-Time/Seasonal: Full-Time

Workweek: Monday-Friday, 8:00 AM –4:00 PM

Salary: \$41,600. Based on qualifications and experience. Competitive Jersey City retirement and health benefits packages are available, including pension, dental, medical, prescription, FSA (flexible spending account), life insurance, and more.

The City of Jersey City is seeking a qualified and experienced Maintenance Worker for the Department of Public Works, Division of Forestry. Under the direction of the Supervisor, the ideal candidate will perform general routine work in the care and maintenance of outdoor areas such as gardens, park grounds, recreational areas, lawns, and indoor/outdoor turf.

Job Duties:

- Trims and cuts grass and hedges.
- Operates equipment such as lawnmowers, weedwhackers, edgers, leaf blowers, snow blowers, hedge trimmers, and other equipment associated with ground maintenance and landscaping activities.
- Performs minor maintenance on mowers and other equipment such as changing oil, lubricating parts, and adjusting parts.
- Measures, grades, grooms, and marks athletic fields, recreational areas, and game areas.
- Maintains the safety and cleanliness of grounds, including removing litter, sweeping walkways, raking leaves, spreading salt, and removing snow and ice.
- Maintains the safety of playgrounds and recreational areas by filling holes and keeping play areas free of debris and dangerous obstructions.
- Plants, waters, and maintains shrubs, trees, lawns, and flowers.
- Sprays for weeds and insects using unrestricted chemicals.
- Constructs assembles, positions, and makes minor repairs to various playgrounds, parks, and sports equipment.
- Paint signs, benches, tables, bleachers, and other items as required.
- Maintains and makes minor repairs to hand tools, and automotive, athletic, and mechanical equipment.
- Mixes and pours cement and rakes asphalt to repair and patch walks and/or recreational areas such as tennis courts.
- Loads and unloads trucks.

The City of Jersey City is an Affirmative Action/Equal Employment Opportunity Employer and complies with all applicable federal and state laws, rules and regulations relating to anti-discrimination and anti-harassment.



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- May install, maintain, and repair in-ground water irrigation systems.
- Performs other duties as assigned.

**Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.*

Required Education:

High School Diploma or GED required.

Required Experience:

One (1) year of experience in the operation and maintenance of forestry.

Required License:

Appointees must possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

Essential Skills:

- Knowledge of the procedures, materials, tools, and equipment used to care for and maintain grounds.
- Knowledge of the occupational hazards and safety precautions applicable to groundskeeping and maintenance work.
- Ability to perform a variety of indoor and outdoor manual labor tasks involved in the care and maintenance of grounds.
- Ability to cut grass, rake leaves, and weed.
- Ability to operate equipment and machinery used to maintain grounds, turf, and restrooms.
- Ability to perform preventative maintenance on equipment and tools.
- Ability to understand and follow oral and written instructions.
- Ability to plant and care for flowers, trees, and shrubs.
- Ability to learn how to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.
- Ability to read, write, understand, and communicate in English sufficiently to perform the duties of this position.

This is a Civil Service Job and you must eventually pass and qualify for the applicable Civil Service title. To apply for this job with the City of Jersey City, please fill out our Employment Application. Please note that this role is subject to the residency requirements set forth by the NJ First Act.