SLEMON PARK CORPORATION

POSITION DESCRIPTION

POSITION TITLE: **R&G Maintenance and Equipment Servicing**

POSITION CLASSIFICATION: **PM 15.2**

REPORTING TO: **Property Manager**

Date of Preparation/Revision: **September 2026**

POSITION SUMMARY:
This position encompasses all aspects of ground maintenance work, including snow removal, grass cutting, landscaping, and servicing/repairing equipment.

PRINCIPAL RESPONSIBILITIES AND ACCOUNTABILITY:

- Operate and maintain heavy equipment such as lawn tractors, lawn mowers, augers, tractors, sweepers, loaders, dump trucks, cube vans, snow ploughs, snow blowers and hand blowers.
- Operate and maintain heavy snow equipment such as snow ploughs and snow blowers.
- Spread topsoil, lay sod, plant flowers, grass, shrubs, and trees and perform other duties to assist with the construction of a landscape and related structures.
- Cut grass, rake, aerate, dethatch, fertilize, and water lawns, weed gardens, prune shrubs and trees, and perform other maintenance duties as directed by supervisor.
- Maintain lawns and grass along roadsides.
- Spray and dust trees, shrubs, lawns, and gardens, as directed, to control insects and disease.
- Snow removal from parking lots, and door entrances of all commercial buildings.
- Salt parking lots, walkways, and door entrances of all commercial buildings.
- Shovel snow from walkways and furnace oil fill pipes from residential houses that are not occupied and from all furnished residential houses.
- Perform other manual duties to clean and maintain landscaped environments and parking lots.

- Other duties as assigned

SUPERVISORY RESPONSIBILITY:

None.

POSITION SPECIFICATIONS:

Education and Training:
Pesticide use certificate.
Valid Driver's License

Experience:
Experience operating heavy equipment.
Experience repairing and servicing vehicles.

Skills and Knowledge:
Good interpersonal communication skills
Good organizational skills

WORKING CONDITIONS:

Scheduled working hours:
This is a full-time position with regular office hours. Depending on weather circumstances, evening and weekend work may be required as needed.

Personal Attributes:
Continual walking, standing, climbing, stooping, bending, kneeling, reaching, and heavy lifting and carrying. Work in tiring and uncomfortable positions around gas lines, fumes, toxic chemicals, outside and inside. Exposure to extreme temperatures.

COMPENSATION AND BENEFITS:

Hourly - $ 21.64 - $ 26.00

Vacation – Starting at three weeks per year.

Benefits – Long-term disability, health, dental, life insurance, and pension.