

New Orleans City Park

Full-time Job Vacancy Notice:

Park Grounds Mechanic



New Orleans City Park is seeking a full-time Mechanic to perform repairs and preventative maintenance of all grounds equipment to ensure proper operating, function, safety and sustainability of park equipment and keeps all related records.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Schedules and performs appropriate preventative maintenance work.
- Performs routine maintenance and repairs on all equipment including mowing equipment, tractors, riding mowers, push mowers, small engines, skid steers, and others.
- Keeps all mowing equipment operable and properly sharpened.
- Keeps service records on all equipment and major repairs for budgeting and planning
- Works with and develops relationships approved vendors for parts and service for all equipment.
- Maintains shop working area in a neat, orderly fashion in compliance with all appropriate safety and compliance laws.
- Assists Director with creation of an Equipment Acquisition Plan and Replacement Forecast Plan for all equipment.
- Maintains appropriate inventory of items required to perform preventive maintenance tasks on equipment.
- Develops a training program for new operators with proper documentation.
- Assists Director with green initiatives to include a sustainability plan related to equipment and fuel usage.
- Continues education in all areas related to grounds equipment maintenance in the form of schooling and certifications to keep current with industry standards.

SUPERVISORY RESPONSIBILITIES

- Direct staff in proper equipment inspections and ensure they follow daily procedure for equipment use.
- Monitor equipment damages by operators and file appropriate discipline paper work.
- Advise Supervisors on operators' performance and ensure supervisors are completing proper paper work and documentation including discipline.

EDUCATION and/or EXPERIENCE

- A bachelor's degree from a two-year college or university preferred; two or more years related experience and/or training; or equivalent combination of education and experience
- A valid Louisiana driver's license.
- Three years minimum experience of maintaining grounds maintenance equipment.
- Working knowledge of fluid hydraulics, automotive electronics, gas and welding, fabrication of specialty tools, gas and diesel engines.
- Ability to diagnose mechanical problems and to keep current with industry trends and training

*New Orleans City Park is an agency of the State of Louisiana. Applicants must be able to pass both a background check and drug test. To apply you may email your resume to City Park's Human Resources department at hr@nocp.org, or you may complete an application at the City Park Administration building located at 1 Palm Drive in City Park, Monday through Friday between 8:30 a.m. and 4:30 p.m.