



# Grounds Maintenance

Dubuque County is seeking applications for *two Grounds Maintenance positions*

## Job Responsibilities

- Performs routine maintenance of facilities and grounds and equipment; including mowing, refuse and debris removal and painting
- assists in the construction, installation, removal and repair of facilities
- operates various hand and power tools, vehicles, tractors and mowing equipment
- Performs routine maintenance and cleaning of equipment and vehicles
- reports problems with facilities, grounds or equipment to Director, Deputy Director or Park Rangers
- performs other duties as assigned

## Qualifications and Requirements:

high school graduate; must be at least 18 years old;

valid driver's license, CDL preferred

working knowledge of tools, equipment and methods used in the park and recreation setting

ability to communicate effectively

ability to work with limited supervision

willingness to work a non-standard workweek, including weekends and holidays

ability to pass a criminal background investigation

ability to lift a minimum of 25 lbs, able to climb stairs, squat, stoop and stand for a minimum of one hour, ability to sit in the same position for extended periods of time; ability to reach above head; able to withstand extremes of temperatures, all with or without reasonable accommodation

### To Apply:

In person at Iowa Workforce, 680 Main St, Dubuque, IA **OR**

Contact Brian Preston @ 563-556-6745 to request an application. Email completed application to: [jobs@dubuquecounty.us](mailto:jobs@dubuquecounty.us)

Candidates are welcome to include a resume with the application.

### Wage

Pay range: \$12 - \$13

**DEADLINE TO APPLY is Monday, April 8th, 2019 at 3:00 p.m.**

Dubuque County Human Resources Department  
720 Central Avenue Dubuque, IA 52001

Phone: (563) 589-4445

E-mail: [jobs@dubuquecounty.us](mailto:jobs@dubuquecounty.us)



List any professional licenses you hold: \_\_\_\_\_

List computer programs you are familiar with: \_\_\_\_\_

If applying for a position that requires driving, do you have a valid appropriate driver's license?  Yes  No

If yes, please give license number \_\_\_\_\_

You will be expected to provide evidence of appropriate driver's license, subject to validation, prior to employment.

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## EMPLOYMENT RECORD

*Please begin with your present or most recent employer.*

Dates employed: \_\_\_\_\_

Position held: \_\_\_\_\_

Name and address of employer: \_\_\_\_\_

Immediate supervisor name and title: \_\_\_\_\_

Description of duties: \_\_\_\_\_  
\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May Dubuque County contact this employer?  Yes  No

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Dates employed: \_\_\_\_\_

Position held: \_\_\_\_\_

Name and address of employer: \_\_\_\_\_

Immediate supervisor name and title: \_\_\_\_\_

Description of duties: \_\_\_\_\_  
\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May Dubuque County contact this employer?  Yes  No

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Dates employed: \_\_\_\_\_

Position held: \_\_\_\_\_

Name and address of employer: \_\_\_\_\_

Immediate supervisor name and title: \_\_\_\_\_

Description of duties: \_\_\_\_\_  
\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May Dubuque County contact this employer?  Yes  No

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Name any relative in the County's employ: \_\_\_\_\_

Are you a U.S. veteran?  Yes  No

Have you ever been convicted of a felony?  Yes  No

If yes to the above question, please explain. A conviction does not automatically disqualify you for employment.

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## REFERENCES

NAME

E-MAIL ADDRESS

TELEPHONE NUMBER

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## AUTHORIZATION AND RELEASE

I hereby certify that every statement I have made in this application is true and complete. I understand that intentional false statements made on this application will eliminate me from further consideration for employment or will be grounds of dismissal. I authorize the Dubuque County and all my previous employers to conduct or participate in an investigation of my personal background, work history, educational credentials and criminal record as may be necessary to verify the information provided in my employment application and to determine my fitness to hold the position for which I have applied.

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_