



BOROUGH OF BOUND BROOK

230 Hamilton St. • Bound Brook, NJ 08805
(732) 356-0833 • Fax: (732) 356-8990
www.boundbrook-nj.org

BOUND BROOK RECREATION COMMISSION

Job Title: Park/Pool Maintenance

Reports To: Park Director

Job Overview:

The Park/Pool Maintenance Worker is responsible for maintaining the cleanliness, safety, and operational functionality of the park, pool, and bathroom facilities. This role requires a high level of attention to detail, a proactive approach to maintenance tasks, and the ability to respond to equipment issues quickly. The maintenance worker ensures that all facilities are prepared for use and provides a safe and enjoyable environment for visitors.

Key Responsibilities:

1. Daily Task Completion:

Complete all daily maintenance tasks for the park, pool, and bathrooms, and check off the tasks on the designated daily sheet once completed.

2. Additional Assignments:

Take on additional tasks as assigned by the Park Supervisor, Park Director, or Recreation Director. All responsibilities outside of the daily tasks will be assigned as needed.

3. Equipment Check:

Ensure that all equipment is in good working order before use. If any issues are identified, promptly report them to the Park Supervisor, Park Director, or Recreation Director.

4. Maintenance Closet Organization:

Keep all maintenance closets clean, ensuring that all equipment is organized and easily accessible. Return equipment to its designated place after use.

5. Inventory Management:

Monitor the supply of cleaning materials and inform the Park Supervisor when supplies are running low, ideally 1 to 2 weeks in advance, to allow for restocking.

6. Safety Precautions:

Follow all safety guidelines when using equipment. Be sure to use personal protective equipment, such as goggles, and utilize the eye wash stations located in each closet.



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7. Familiarity with Equipment:

Get acquainted with the equipment before use and follow the instructions on the park, pool, and bathroom task sheets. Some equipment may require special mixtures of fuel—be sure to monitor usage as needed.

8. Park Grounds Maintenance:

Take responsibility for all maintenance tasks on park grounds. Refer to the daily task sheets for detailed responsibilities related to the park, pool, and bathrooms.

9. Facility Enhancement:

Take initiative to improve the operation and appearance of the park and pool, completing any additional tasks that may enhance the facilities during work hours.

10. Opening Procedures:

If it is your shift, ensure you are aware of who is responsible for opening the facility. Make arrangements for key access when necessary.

Qualifications:

- Ability to perform manual labor and work outdoors.
- Knowledge of basic maintenance tasks and equipment operation.
- Strong attention to detail and commitment to safety protocols.
- Good communication skills for reporting issues to supervisors.
- Ability to work independently and as part of a team.

Working Conditions:

- Outdoor work in varying weather conditions.
- Regular exposure to cleaning chemicals and equipment.