

9-30-25

Posted

JOB POSTING

Parks and Recreation Coordinator Supervisor

The City of Harrah is accepting applications for full-time Parks and Recreation Coordinator Supervisor.

Applicants must meet the following requirements:

- Three (3) yrs of experience in parks and grounds maintenance work, construction operations, material needs, and human resource requirements
- Carry or acquire other certifications including Master gardener and Arborist or bachelor's degree in Horticulture or related field of study preferred
- Must obtain a Class "D" water and wastewater license within 6 months of employment
- Must obtain the appropriate certification from the State Dept of Agriculture for the purchase and application of herbicides
- Must possess and maintain a valid Oklahoma vehicle operators license and be insurable
- Must be able to pass physical requirements set forth in job description
- Must be able to pass **background check, Drug Screen and Preplacement Physical**

Please see a copy of the detailed Job Description and Application on the City of Harrah website at www.cityofharrah.com under the Careers tab at the top left corner of the home page.

To apply, please submit the following items:

- **Cover letter**
- **Resume**
- **Application**
- **Signed copy of Job Description**

All documents MUST be returned to:

Email to financedirector@cityofharrah.com

Or

City of Harrah, Attn: Human Resources, PO Box 636, Harrah, OK 73045

Or

Hand Delivered to Harrah City Hall, 19625 NE 23rd St

The deadline for accepting applications is Friday, October 24, 2025 @ 11:00 am.

The City of Harrah is a Drug Free EOE.