

PARK MAINTENANCE WORKER I
PARK MAINTENANCE WORKER II

DEFINITION

To perform gardening and maintenance duties for park and open space division facilities and equipment; to perform construction, installation, repair and maintenance duties; and to provide technical support to an assigned supervisor.

DISTINGUISHING CHARACTERISTICS

Park Maintenance Worker I - This is the entry level class in the maintenance Park Maintenance Worker series. Positions in this class typically have little or no directly related work experience and work under immediate supervision while learning job tasks. The Park Maintenance Worker I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Park Maintenance Worker II - This is the journey level class in the maintenance Park Maintenance Worker series and is distinguished from the I level by the assignment of the full range of duties. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

This class is distinguished from the Park Maintenance Foreman in that the latter organizes, schedules assigns and reviews the work of lower level staff and provides technical and functional supervision over assigned staff.

SUPERVISION RECEIVED AND EXERCISED

Park Maintenance Worker I

Receives general supervision from the assigned supervisor; and may receive technical and functional supervision from more experienced staff.

Park Maintenance Worker II

Receives general supervision from the assigned supervisor; and may receive technical and functional supervision from more experienced staff.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Perform maintenance, adjustment and repair of recreational and park facilities, systems and equipment including for open space land, general and urban landscaping, tree maintenance, seasonal plantings, irrigation systems and related needs.

Perform duties related to basic gardening including to prune, spray, mow, fertilize, mulch; perform landscaping maintenance tasks including vegetation abatement, erosion prevention, tree planting and removal; conduct park and playground inspections for public safe use.

Repair and paint equipment; perform janitorial duties; maintain lighting; maintain sports playing fields including turf renovation.

Perform minor construction duties related to park and facility improvement projects; assemble or install equipment related to a variety of parks and recreation facility needs.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Foster an environment that embraces diversity, integrity, trust, and respect.

Be an integral team player, which involves flexibility, cooperation, and communication.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Park Maintenance Worker I

Knowledge of:

Park and recreational facility and equipment construction, repair and maintenance.

Principles and practices of safe use of equipment, tools and equipment.

Ability to:

Perform minor construction, and a variety of repair and maintenance projects for park and recreational equipment and facilities.

On a continuous basis, know and understand operations, and observe safety rules; intermittently analyze problem equipment; identify and locate equipment; interpret work orders; remember equipment location; and explain jobs to others.

Intermittently, sit while studying or preparing reports; bend, squat, climb, kneel and twist when performing installation, maintenance or repair of equipment; perform simple and power grasping, pushing, pulling, and fine manipulation; and lift or carry weight of 50 pounds or less.

Safely perform diagnosis, installations or repair of equipment related to irrigation systems and other equipment and systems of the parks and recreation division.

Assemble, repair, install or construct a variety recreational equipment, playground equipment and related park equipment.

Safely use a variety of power and manual tools in the performance of installation, construction, repair and maintenance of facilities and equipment.

Use sound judgment in recognizing scope of authority.

Operate and use modern office equipment including computers and applicable software.

Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.

Learn relevant local, State, and Federal laws, rules and regulations related to area of assignment.

Utilize appropriate safety procedures and practices for assigned duties.

Establish and maintain effective working relationships with those contacted in the course of work.

Work with various cultural and ethnic groups in a tactful and effective manner.

Communicate clearly and concisely, both orally and in writing.

Experience and Training

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Some parks and recreation maintenance experience is desirable.

Training:

Equivalent to the completion of the twelfth grade.

License and Certificate

Possession of a valid California Class C Driver License is required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

Possession of an Irrigation Association Certified Irrigation Technician (CIT) certificate is preferred.

Possession of an Irrigation Association Certified Landscape Irrigation Auditor (CLA) certificate is preferred.

Park Maintenance Worker II

In addition to the qualifications for the Park Maintenance Worker I:

Knowledge of:

More complex diagnosis of problems related to repair and maintenance projects for park and recreation equipment and facilities.

Relevant local, State, and Federal laws, rules and regulations related to area of assignment.

Ability to:

Perform more complex installations, construction and repair projects.

Experience and Training

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Two years of responsible experience similar to a Park Maintenance Worker I with the City of Healdsburg.

Training:

Equivalent to the completion of the twelfth grade.

License and Certificate

Possession of a valid California Class C Driver License is required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for

disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

Possession of a State of California Qualified Applicator Certificate within 6 months of hire.

Possession of an Irrigation Association Certified Irrigation Technician (CIT) certificate is preferred.

Possession of an Irrigation Association Certified Landscape Irrigation Auditor (CLA) certificate is preferred.