

PARKS MAINTENANCE WORKER I
PARKS MAINTENANCE WORKER II

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

To perform a variety of semi-skilled and skilled work in the maintenance, repair and construction of park landscapes, grounds, equipment and facilities; to operate a variety of parks maintenance vehicles, equipment and tools; and to perform a variety of tasks relative to assigned area of responsibility.

DISTINGUISHING CHARACTERISTICS

Parks **Maintenance Worker I** - This is the entry level class in the Parks Maintenance Worker series. This class is distinguished from the Parks Maintenance Worker II by the performance of the more routine tasks and duties assigned to positions within the series. Since this class is typically used as a training class, employees may have only limited or no directly related work experience.

Parks Maintenance Worker II - This is the full journey level class within the Parks Maintenance Worker series. Employees within this class are distinguished from the Parks Maintenance I by the performance of the full range of duties as assigned. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level, or when filled from the outside, have prior experience. This class is distinguished from the Senior Parks Maintenance Worker in that the latter performs the most difficult and responsible duties assigned to classes including providing lead supervision to lower level Parks Maintenance Workers.

SUPERVISION. RECEIVED AND EXERCISED

Parks Maintenance Worker I

Receives immediate supervision from higher level supervisory or management staff. Parks Maintenance Worker

II Receives general supervision from higher level supervisory or management staff. Exercises technical and functional direction over lower level parks maintenance staff.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS--*Essential and other important responsibilities and duties may include, but are not limited to, the following:*

Essential-Functions:

1. Perform maintenance, repair, landscaping and horticultural duties in City parks, grounds, buildings and related facilities and along roadsides; assist in picking up trash and removing litter from all City parks, grounds, right-of-ways, roadsides and median strips.
2. Perform a variety of duties in the planting and maintenance of landscaped areas consisting of bushes, trees, flowers, shrubs and lawns; water, mow, weed, trim, renovate and fertilize lawns; rake leaves and clear debris from walks, fields, courts and other facilities.

CITY OF BELMONT

Parks Maintenance Worker I/II (*Continued*)

Essential Functions:

3. Install, repair and inspect playground equipment, fences and related parks equipment and facilities.
4. Maintain landscaped areas; participate in applying fertilizers, herbicides and pesticides as needed; inspect and repair irrigation systems.
5. Operate and maintain landscaping and maintenance equipment including but not limited to mowers, edgers, tractors, tillers, renovators, backhoes, blowers, sprayers, jack hammers and power tools.
6. Assist in the maintenance of City buildings including roofs, electrical, plumbing, heating and air conditioning and lighting systems; assist in performing building renovation duties including carpentry and painting as needed.
7. Assist in performing custodial duties including moving furniture and setting up buildings for conferences and meetings.
8. Lay out, line and maintain athletic fields for a variety of sporting events; clean and maintain tennis courts.
9. Understand and adhere to safe work practices and procedures. Marginal Functions:
 1. May provide work instruction to volunteers.
 2. Perform related duties and responsibilities as required.

Q UALIFICATIONS

Parks Maintenance_Worker I

Knowledge of:

Basic principles and practices of parks maintenance and repair. Methods, materials, tools and equipment used in grounds maintenance. Basic methods and techniques of landscaping and groundskeeping. Occupational hazards and standard safety practices.

Ability to:

Perform semi-skilled construction, maintenance and repair of parks and related facilities and equipment.
Conduct routine inspections of parks, including equipment and facilities.
Learn methods and techniques of irrigation system repair.

Learn methods and techniques of herbicide and pesticide application. Learn pertinent Federal, State and local codes, laws and regulations. Learn to apply herbicide and pesticide.

Maintain landscaped areas.

Learn to prepare athletic fields for sporting events.

Maintain landscape areas.

Safely perform heavy manual labor.

Respond to requests and inquiries from the general public. Understand and follow oral and written instructions. Communicate clearly and concisely.

CITY OF BELMONT

Parks Maintenance Worker I/II (*Continued*)

Establish and maintain effective working relationships with those contacted in the course of work. Maintain physical condition appropriate to the performance of assigned duties and responsibilities.

Experience and Training Guidelines

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

Experience:

One year of responsible parks maintenance experience is desirable.

Training:

Equivalent to the completion of the twelfth grade.

License or Certificate

Possession of, or ability to obtain, an appropriate, valid driver's license.

Parks Maintenance Worker II

In addition to the qualifications for Parks Maintenance Worker I:

Knowledge of:

Principles and practices of parks maintenance and repair. Methods and techniques of landscaping and grounds keeping. Methods and techniques of irrigation system repair. Methods and techniques of herbicide and pesticide application. Pertinent Federal, State and local codes, laws and regulations.

Ability to:

Perform semi-skilled and skilled construction, maintenance and repair of parks and related facilities and equipment. Apply herbicides and pesticides. Prepare athletic fields for sporting events.

Assist in the training of parks maintenance workers as assigned. Work independently in the absence of supervision.

WORKING CONDITIONS

Environmental Conditions:

Field environment; travel from site to site; exposure to noise, dust, grease, potentially hazardous chemicals; inclement weather conditions; work around heavy construction equipment; work at heights on scaffolding and ladders; work on slippery or uneven surfaces.

Physical Conditions:

Essential and marginal functions may require maintaining physical condition necessary for walking or standing for prolonged periods of time, heavy, moderate or light lifting and carrying; pulling, pushing, reaching, kneeling, repeated bending; operating motorized equipment and vehicles; mid-range to distant visual acuity for inspecting parks and related facilities.