



## **PARKS MAINTENANCE WORKER I**

Salary Range: PW/119

### **DEFINITION**

To perform a variety of semi-skilled tasks in the construction, maintenance and repair of parks facilities; and to perform related duties as assigned.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives immediate or general supervision from the Parks Superintendent.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties may include, but are not limited to:

- Maintain plantings and grounds, recreation and play areas, athletic fields and inline/ice skating rinks.
- Water, weed, trim, renovate, fertilize and mow lawns.
- Rake leaves, clean walks, fields, courts and other facilities.
- Spade and otherwise prepare ground around plants and shrubs, including mixing and applying fertilizers, insecticides and herbicides.
- Plant and maintain trees, flowers and shrubs.
- Pick up rubbish and paper, and perform general grounds cleaning.
- Maintain sprinklers and irrigation equipment.
- Prepare and maintain athletic fields.
- Operate power mowers, edgers, sprayers and other equipment.
- Participate in moving and installing park and recreational equipment.
- Drive vehicles used to transport materials, tools and equipment as required.
- Build rough wooden structures as barricades, fences and scaffolds; perform rough carpentry on park buildings.
- Perform janitorial work in park buildings, including restrooms.
- Perform minor electrical, mechanical and plumbing repairs.
- Assist in making repairs on doors, windows, floors, lockers, gates, roofs and ceilings.

- Apply paint to building interiors, exteriors, fixtures and/or equipment; strip and paint or stain cabinets, doors and woodwork.
- Remove snow from designated Town trails, parking lots, walkways, service roads and ice rinks.
- Help maintain and repair pool water treatment systems.
- Maintain and repair tennis courts and related equipment.
- Perform related duties as assigned.

## **QUALIFICATIONS**

### Knowledge of:

- Standard practices, methods, materials and equipment used in construction and maintenance work.
- Operation and application of a variety of construction tools and equipment.
- Occupational hazard and safety precautions.
- Operations of an inline/ice skate rink.
- Safe work practices.
- Irrigation, fertilization, mowing techniques and shrub, tree and flower bed maintenance.

### Ability to:

- Water, weed, trim, renovate, fertilize and mow lawns.
- Use a variety of equipment and materials.
- Understand and carry out oral and written instructions.
- Work cooperatively with those contacted in the course of work.

### Special requirements:

Must be available to work a flexible schedule; must use various cleaning solvents and other chemicals in the performance of duties.

### Experience and Training:

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:

Education:

Equivalent to completion of the twelfth grade, with specialized training in the field of turf maintenance.

Experience:

Some experience in park maintenance or comparable duties.

Licenses:

Must have (or receive within state required time frame) a valid State of California Class C Driver's License with an acceptable driving record and pass an appropriate background check prior to the hire date; class B License preferred.

**TOOLS AND EQUIPMENT USED**

NOT COMPLETE

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Vision adequate to operate vehicles and office equipment, read instructions and follow directions; hearing adequate to converse on the telephone and in person; body mobility adequate to drive and perform required office duties including reaching and bending for files and related office items; use of hands and fingers adequate for operating vehicles, writing, typing, computer, copier, and fax machine and related functions; ability to lift office files, binders and small office equipment, as needed. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. While performing the duties of this job the employee is frequently required to stand, walk, sit, drive, use hands and fingers, handle or feel, reach with hands and arms, grasp, hold and manipulate office equipment and talk and hear. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. The employee may be required to stoop, crawl, crouch, balance or climb short distances. Specific vision ability required by this job includes close vision, color vision, peripheral vision, depth perception and ability to adjust focus with or without ocular aides.

**REASONING ABILITY**

Ability to apply common sense understanding to carry out instructions furnished in writing, orally or in diagram form and analyze and resolve problems involving a variety of situations, using

standard industry and departmental processes and/or procedures. Ability to define problems, collect data, establish facts, and articulate valid conclusions, and interpret an extensive variety of regulatory or technical instructions.

### **WORK ENVIRONMENT**

The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work environment is typical of an office setting with associated noise from office equipment, building HVAC, customers, and other employees. Position is required to drive in various conditions to check status of projects and inspections.

### **GENERAL**

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The Town reserves the right to revise or change classification duties and responsibilities as the need arises. The description does not constitute a written or implied contract of employment.

Employee will be subject to pre-employment and random drug and alcohol tests per Department of Transportation regulations and Town of Mammoth Lakes policies and procedures.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.