

**City of San Rafael
Job Class Specification**

Job Title: Parks Maintenance Worker I/II

SUMMARY

Under general supervision, performs a variety of tasks involving the maintenance, repair, improvement and cleaning of parks, park buildings, recreational facilities, and related areas. Parks Maintenance Worker I is the entry-level class of this series. Initially under close supervision, incumbents perform simple, less skilled work while learning more complex work and performing with greater independence.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Mows and edges lawns, ball fields, and other turf using edgers and walk behinds and riding reel, rotary, and flail mowers.
- Prunes, trims, shapes and manicures shrubs, hedges, and small trees.
- Irrigates using manual and automatic irrigation devices.
- Rakes, sweeps, and uses power blower or vacuum to clear leaves and debris.
- Weeds beds, prepares soil, and plants trees, shrubs and plants.
- Repairs vandalism to park facility plumbing, walls and paint.
- Cleans park rest rooms, walkways, patios, and related areas.
- Picks up litter and trash in parks, on and along street islands, and in other areas.
- Maintains ball fields including dirt areas, striping, and turf.
- Adjusts and performs routine maintenance of equipment.
- Installs, adjusts, and repairs sprinkler systems and related plumbing including valves, heads, time clocks, and PVC, galvanized and copper pipes.
- Maintains swimming pools including measuring chemical conditions.
- Operates trenchers, dump trucks, backhoes and loaders, and other tractor attachments to excavate, load, move grade or smooth dirt, materials, and trees; operates street sweeper to clean large paved areas.
- Prepares forms, mixes, pours and finishes concrete.
- Participates in emergency Public Works repairs and maintenance including work in other sections of the department.
- Works emergencies and special events.
- May mix chemicals and operate equipment to apply fertilizers and pesticide.
- Operates vehicles with trailers.
- Performs related duties as required.

EDUCATION:

High School Diploma or its equivalent and ability to read, speak, and write English.

EXPERIENCE:

Parks Maintenance Worker I: Previous work experience involving groundskeeping, horticulture, and irrigation is preferred.

Parks Maintenance Worker II: Three years of work experience involving groundskeeping.

OTHER REQUIREMENTS:

Incumbents assigned to this job classification are subject to Department of Transportation's Drug and Alcohol Regulations if they possess a Class B driver's license and opt to utilize the license on the job.

KNOWLEDGE OF:

Parks Maintenance Worker I:

- Use and maintenance of basic hand and power tools common to the field.

Parks Maintenance Worker II: (in addition to the requirements of Parks Maintenance Worker I)

- Plants, trees and landscaping materials.
- Methods, materials, tools and equipment used in groundskeeping.
- Plant diseases; water, nutrient and light requirements, pesticides, and fertilizers.
- Installation and maintenance of landscape irrigation systems and basic plumbing.
- Swimming pool operation and maintenance.
- Methods, materials, tools and equipment used in basic carpentry and concrete work.
- Operation and operator maintenance of a variety of power tools and equipment.
- Safe working practices including traffic barriers and protective clothing and devices.

ABILITY TO:

Parks Maintenance Worker I:

- Operate a vehicle with trailer.
- Use basic hand and power tools common to groundskeeping.
- Understand and follow oral and written instructions.
- Establish and maintain cooperative working relationships.
- Operate a variety of power tools and equipment.

Parks Maintenance Worker II: (In addition to the requirements of Parks Maintenance Worker I).

- Operate hand and power mowers, edgers, saws, pruners, tractors, tractor attachments such as back hoes and loaders, sprayers, trucks, blowers etc.
- Prune, plant, and irrigate turf, landscape and trees.
- Install, repair, and adjust landscape sprinkler systems.
- Identify plant disease, nutrient, watering and related problems.
- Perform basic carpentry and concrete work required for vandalism repair and park improvements.
- Maintain sanitary and safe swimming pool conditions including sampling and adding chemicals, and maintaining gas chlorine systems.
- Mix and apply pesticides and fertilizers.
- Ability to perform or learn to perform traffic control setups necessary to complete daily assignments.
- Ability to operate or learn to operate a computer and work related software.

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.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stoop, kneel, crouch, or crawl. The employee is occasionally required to climb or balance and taste or smell. The employee must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here 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.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and outdoors weather conditions. The noise level in the work environment is usually very loud.

Hazards: Hazards are moderate, fairly predictable and protected against.

FLSA Status: Nonexempt
Prepared Date: January 2001
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Revised Date: November 2013
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Approved By: Stacey Peterson