

City of San Rafael
Job Class Specification

Job Title: Park Equipment Mechanic

SUMMARY

Under general supervision, performs a variety of tasks involving the maintenance, repair, improvement and cleaning of park buildings recreational facilities and related areas and other related work as assigned or required. This position repairs, maintains and services equipment and electric powered tools and performs other park maintenance related work as assigned or required.

DISTINGUISHING CHARACTERISTICS:

This is a single position class. The primary purpose of the position is to repair and maintain a variety of small equipment used for grounds and park maintenance work. The position is typically assigned to work in a shop on equipment a minimum of two (2) full days each week and on-call the remainder of the workweek for field emergencies and inspections. This position also maintains and repairs Street Department small engine equipment.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to the following:

EQUIPMENT REPAIR AND MAINTENANCE:

- Diagnoses mechanical problems and defects.
- Services and repairs a wide variety of park and landscape maintenance equipment and tools.
- Disassembles, overhauls and rebuilds two and four-cycle engines, transmissions and gear reductions.
- Overhauls and repairs hydraulics, fuel, ignition and electrical systems including all component parts.
- Adjusts and repairs tires, brakes, steering Controls and chain drives.
- Performs Servicing tasks such as cleaning and replacing various types of filters, changing fluids and greasing fittings;
- Designs and manufactures small equipment, various hardware and parts.
- Operates arc and gas welders to solder or fabricate tools and diagnostic equipment;
- Occasionally operates tractors and backhoes and loaders.
- Performs emergency repairs in the field as required.
- Locates, orders, purchases and transports parts as necessary.
- Organizes and implements a preventive maintenance programs and service schedule;
- Regularly check equipment and tools to assure operational condition.
- Maintains complete inventory of parts, supplies and equipment and current location (on computer).
- Keeps records such as service schedules, material costs and stock inventory.
- Evaluates and recommends purchases and replacements of park equipment.
- Instructs staff in the safe operation and routine maintenance of equipment and tools.
- Maintains current location of workshop and necessary tools.
- Evaluates and retrofits all City maintained playground equipment to Current Federal Government standards.
- Recommends removal and/or replacement of damaged equipment.
- When necessary assists Heavy Equipment Mechanics evaluate specifications on heavy equipment used by Parks Department Personnel.
- Other duties as assigned.

In addition, PARK MAINTENANCE duties may be assigned, including, but not limited to:

- Selects tools, equipment and materials for specific job assignment
- Maintains landscaped areas by mowing and edging lawns and other turf edges and walk behind, riding reel, rotary and flail mowers.
- Plants trees and plants; prunes, trims, shapes and manicures shrubs.
- Weeds beds and prepares soil.
- Irrigates using manual and automatic irrigation devices.
- Rakes, sweeps and uses power blower or vacuum to clear leaves and debris.
- Maintains ball fields including dirt areas, striping and turf.
- Maintains swimming pools by sweeping and cleaning; mixes and adds chlorine and other chemicals.
- Installs, adjusts and repairs sprinkler systems and related plumbing, including valves heads, time clocks and PVC, galvanized and copper pipes.
- 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.
- Operates trenchers, dump trucks, small back loaders and loaders and other tractor attachments to excavate, load, move, grade or smooth dirt, materials, and trees.
- Operates water tanker truck, high-pressure cleaning unit, and high-pressure steam cleaning unit.
- Operates burning torch to remove weeds and other growth from playground sand and other areas where pesticides cannot be used.
- Reports irrigation, disease and other plant problems to the supervisor.
- Other related duties as assigned.

EDUCATION AND/OR EXPERIENCE:

High School diploma or equivalent. Three years of journey level experience in the maintenance and repair of gasoline, air-cooled and diesel powered equipment. In addition, it is highly desirable for previous work experience involving landscaping, grounds keeping, pool maintenance or park maintenance.

KNOWLEDGE OF:

Methods, materials, tools and equipment used in groundskeeping. Swimming pool maintenance. Playground Maintenance. Operation and operator maintenance of power tools and equipment. Engines and transmissions of large and small equipment. Ignition, electrical systems, tires, brakes, hydraulics and basic fuel and fuel injection Systems. Gas and arc Welding. Design and manufacturing equipment parts. Equipment manuals, gauges and other measuring devices, blueprints and maps. Safe working practices including traffic barriers and protective clothing and devices. Proper use and storage of all mechanical related materials. Plants, trees and landscaping materials; Application of water, nutrients, light requirements, pesticides and fertilizers, Basic plumbing, carpentry and concrete work as applies to grounds work.

ABILITY TO:

Diagnose and repairing a wide variety of park and landscape equipment. Overhaul and rebuild two and four cycle engines, transmissions. Service or repair of Ignition, electrical Systems, tires, brakes, hydraulics and basic fuel and fuel injection systems. Maintain records of service schedule and repairs. Keep an inventory of all equipment and location on computer. Determine stock requirements for spare parts. Explain to co-workers equipment operation methods and preventive maintenance and servicing techniques. Supervise temporary and seasonal help. Prune, plant and irrigate turf, landscaping and trees. Install repair and adjust landscape sprinkler Systems and relating plumbing.

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. Mix and apply pesticides and fertilizers. Lift and carry heavy materials. Perform sustained strenuous manual labor. Climb, crawl and stoop to reach work. Work outdoors in temperature extremes and inclement weather. Work with and around noisy equipment. Stand by for call out for Public Works emergencies. Work in unpleasant and potentially hazardous conditions.

CERTIFICATES AND LICENSES:

A valid California Class C drivers' license and a satisfactory driving record is required. A class B drivers' license may be required as needed. Certified Pool Operator (CPO) Certificate is required and Certified Playground Inspector (CPI) Certificate required. Candidates without the required certification may be considered and if hired, must obtain CPO and CPI certification within 1 year of appointment in order to remain in the position.

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 use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand and walk on uneven surfaces. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and smell. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 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 frequently exposed to moving mechanical parts and outside weather conditions. The employee occasionally works in indoor conditions. The noise level in the work environment is usually loud.

FLSA Status:	Nonexempt
Prepared By:	Nash and Company
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