

SENIOR PARKS MAINTENANCE WORKER

DEFINITION

To organize, assign, and review the work of assigned personnel engaged in a variety of duties in the construction, maintenance, and repair of parks and recreation grounds and related facilities.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level class in the Parks Maintenance Worker series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed, complexity of duties assigned, independence of action taken, by the amount of time spent performing the duties, and by the nature of the public contact made. Employees perform the most difficult and responsible types of duties assigned to classes within this series, including providing technical and functional supervision and performance of advanced journey level activities. Employees at this level are required to be fully trained in all procedures related to assigned areas of responsibility.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from an assigned supervisor.

Exercises technical and functional supervision over assigned parks maintenance staff.

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

Plan, prioritize, lead, review, and participate in the work of staff involved in a variety of duties in the construction, maintenance, and repair of park and recreation grounds and related facilities.

Develop schedules and methods to accomplish assignments ensuring all work is completed in a timely and efficient manner.

Participate in evaluating the activities of staff, recommending improvements and modifications.

Provide or coordinate staff training on aspects of assigned duties, equipment use, and safety; work with employees to correct deficiencies.

Review the work of assigned employee and contracted crews engaged in parks and recreation facilities maintenance work; inspect work in-progress; train personnel in the safe and proper operation of a wide variety of tools and equipment used in the work.

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Oversee contract services, authorize work and associated payments within the scope of authority; approve minor change orders to ensure quality of work within scheduling or budget constraints.

Lead staff and perform the most difficult and complex work in the installation, repair, and maintenance of parks/recreation facilities, including City swimming pool facilities.

Assess materials and labor needed to accomplish assigned jobs and estimate associated costs; ensure availability of supplies, materials, and equipment needed; purchase supplies and materials as necessary.

Maintain accurate records related to parks/recreation gardening and maintenance work, including labor, material and equipment costs, and other work-related records.

Use a personal computer, or other hand held communication devices to enter and retrieve information related to work assignments, other record keeping, and electronic communication.

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

Utilize proper safety precautions related to work performed.

Perform related duties as assigned.

### MINIMUM QUALIFICATIONS

#### Knowledge of:

If assigned to parks maintenance, parks/landscaping and maintenance equipment including commercial mowing equipment and uses, handling and storage of pesticides and herbicides.

If assigned to pool maintenance, mechanics of swimming pool systems including pumps, filters, controls, chemical injectors, chlorine generators, and brine systems.

If assigned to irrigation, principles and practices of irrigation system planning and installation including computer scheduling and monitoring methods; related tools and equipment.

Principles and practices of lead supervision, training, and performance evaluation, including safety practices and related record-keeping.

Materials, methods, tools, practices and equipment related to a broad range of parks/recreation maintenance work involving gardening and facilities maintenance duties.

Facilities construction and repair work and methods including carpentry, pipefitting, plumbing, painting, and cement work.

Safety rules and work practices used construction, maintenance, and repair of park and recreation grounds and related facilities.

Pertinent local, State and Federal rules, regulations, and laws.

Ability to:

Act as a lead worker and perform advanced journey level parks/recreation gardening and maintenance activities.

On a continuous basis, know and understand parks/recreation gardening and related facilities maintenance and repair activities and observe safety rules; intermittently, analyze problem equipment; identify safety hazards; locate equipment; interpret work orders; remember how to operate equipment; and explain jobs to others.

Intermittently, sit while studying or preparing reports; bend, squat, climb, kneel and twist when performing parks/recreation gardening and facilities maintenance duties; perform simple and power grasping; pushing, pulling, and fine manipulation; and lift or carry weight of 50 pounds or more.

If assigned to park maintenance, operate park/landscaping maintenance equipment such as dump trucks, backhoes, front loader, and power tools such as mowers, edgers, and blowing; maintain hand tools and assigned equipment.

If assigned to pool maintenance, mix pool chemicals in a safe and proper manner; maintain chemical balance in swimming pools.

If assigned to irrigation, operate and monitor centrally controlled irrigation systems, create and implement irrigation budgets based on environmental factors.

Prepare and develop cost estimates related to work orders and various projects.

Work on-call on evenings, weekends, or holidays; work in a variety of weather conditions.

Keep records and prepare reports; use a personal computer to enter and retrieve data, track work order status, and communicate electronically.

Read, interpret, and apply information from blueprints or drawings related to construction documents.

Communicate clearly and concisely, both orally and in writing.

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

Experience and Training

Experience:

Two years of experience performing work similar to that of a Parks Maintenance Worker II in the City of Roseville.

Training:

Equivalent to completion of the twelfth (12<sup>th</sup>) grade, GED, or higher level degree; course work or training in turf care, irrigation, playground safety, or construction is highly desirable.

License or Certificate

Possession of a valid California driver's license by date of appointment.

08-08-18

10-31-14

03-14-09

Reclass of Parks & Landscape Inspector, Irrigation Specialist

05-12-07

Senior Parks Maintenance Worker; Reclassed from Pool Maintenance

Leadworker and Parks Maintenance Leadworker

04-12-05

07-01-04

07-01-97

03-21-95

10-01-88

07-01-79

01-10-78

Parks Maintenance Leadworker

12-06-77

Parks Maintenance Leadman