

PARKS AND FACILITIES MAINTENANCE WORKER I
PARKS AND FACILITIES MAINTENANCE WORKER II
PARKS AND FACILITIES MAINTENANCE WORKER III

PART TIME, TEMPORARY

DEFINITION

To perform a variety of duties related to maintaining the City's natural resources, facilities, and property.

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

Parks and Facilities Maintenance Worker I

Operate golf cart type vehicle, mower or other machinery; operate small power tools and equipment.

Note and correct safety hazards; refer difficult problems/hazards for more advanced attention and recommend possible solutions.

Utilize proper safety precautions related to all work performed.

Promote and enforce safety procedures; render first aid and CPR, if certified, as required.

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

Perform related duties as assigned.

When assigned to Park Maintenance:

Prepare and condition City operated sports fields.

Maintain, mow, and clean parks and playground facilities, restrooms and surrounding areas.

Monitor/Check swimming pool pumps, filters and related equipment; monitor and apply chemicals; refer to appropriate staff for further attention.

When assigned to Open Space Maintenance:

Parks and Facilities Maintenance Worker I/II/III

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Assist in vegetation management; assist in tree care, creek, preserve and natural resource maintenance.

Maintain bike trails, power tools, and irrigation systems.

Perform general labor duties.

When assigned to Facilities:

Set up and breakdown meeting rooms according to supplied floor plans

Make minor repairs to site furniture and equipment

Perform custodial duties within and surrounding facilities

Assist facility renters with a variety of customer service needs.

MINIMUM QUALIFICATIONS

Knowledge of:

Basic methods, tools, and equipment used in natural resource and grounds maintenance and facility maintenance.

Principles and practices of safety management.

Practices and methods of public relations and customer service; techniques and principles of effective interpersonal communication.

Ability to:

On a continuous basis, walk, stand, bend, squat, climb, kneel, twist, and reach while operating equipment and perform maintenance and/or construction activities; perform heavy manual labor; operate a variety of hand and power tools used in maintenance activities; know and understand maintenance operations, janitorial and/or construction projects, observe safety rules.

Intermittently, analyze equipment problems; identify safety hazards; remember and locate equipment and tools; may interpret and explain work orders; sit while completing work papers; travel from job-site to job-site sitting in assigned vehicle or on equipment; lift or carry cement bags, fertilizer sacks and/or bags of chalk, tables and stages weighing 65 pounds or less.

Parks and Facilities Maintenance Worker I/II/III

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Learn to perform semi-skilled tasks in a variety of maintenance activities.

Swim, if assigned to Park Maintenance-Aquatics.

Operate golf type vehicles, mower and other maintenance equipment.

Understand and translate City policies and practices into everyday working practices; make sound decisions with solid problem solving methods.

Learn principles and techniques of first aid and artificial respiration.

Respond to emergency situations in a calm and effective manner; administer first aid and CPR, if certified.

Learn to identify problems regarding the facility and programs; refer difficult problems/irregularities for more advanced attention and recommend possible solutions.

Understand and carry out written and oral directions.

Communicate tactfully with customers.

Work outdoors in a variety of weather and environmental conditions.

Communicate effectively 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:

None Required.

Training:

Education that ensures the ability to read and write at a level necessary for successful job performance.

License or Certificate

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

Possession of CPR and First Aid certificates within six (6) months of hire.

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Necessary Special Requirement

Must be 16 years of age or older.

Note: Minors may have preclusions or restrictions in duties assigned and licenses required pursuant to 29 CFR § 570.

Parks and Facilities Maintenance Worker II

In addition to the qualifications for a Parks and Facilities Maintenance Worker I,

Prepare necessary forms and reports.

Drive and maintain assigned vehicle; maintain proper oil and fluid levels; notify supervisor of needed repairs.

When assigned to Park Maintenance:

Repair and maintain park and landscape irrigation systems.

Maintain municipal swimming pool pumps, filters, and related equipment; monitor and apply chemicals; refer to appropriate staff for further attention.

When assigned to Open Space Maintenance:

Operate tree care equipment such as chippers, stump grinders, power tools and other related equipment.

Perform data collection/GPS in preserves and open space areas, creeks, and the urban forest.

Perform pesticide application.

When assigned to Facilities:

Perform semi-skilled and skilled facility maintenance, janitorial and repairs.

Assist facility renters with a variety of customer service needs.

MINIMUM QUALIFICATIONS

Knowledge of:

Parks and Facilities Maintenance Worker I/II/III

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Basic understanding and principles of agronomy, natural resource management, forestry, horticulture, and biology.

Basic principle of facility maintenance and management

Basic principles and practices of record keeping.

Principles and techniques of first aid and artificial respiration.

Safe driving practices.

Ability to:

Perform semi-skilled tasks in a variety of maintenance activities.

Identify problems regarding the facility and programs; refer difficult problems/irregularities for more advanced attention and recommend possible solutions.

Experience and Training

Experience:

Two years of increasingly responsible experience performing maintenance work similar to that of a Parks and Facilities Maintenance Worker I with the City of Roseville.

Training:

Equivalent to completion of the twelfth (12th) grade, GED, or higher level degree; additional course work and training in maintenance, agronomy, horticulture, forestry, natural resource management, electrical, plumbing, carpentry, janitorial or related field is highly desirable.

License or Certificate

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

Possession of CPR and First Aid certificates within six (6) months of hire.

Necessary Special Requirement

Must be 18 years of age or older.

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Parks and Facilities Maintenance Worker III

In addition to the qualifications for a Parks and Facilities Maintenance Worker II,

Under general supervision of an assigned supervisor:

Independently complete work in a professional and efficient manner.

Oversee and schedule the work of assigned seasonal and part-time staff.

Perform quality assurance inspections of work performed by City staff and contract staff.

When assigned to Park Maintenance:

Operate park and landscape irrigation systems.

Perform playground safety inspections and repairs.

Repair and maintain park infrastructure

When assigned to Open Space Maintenance:

Perform tree hazard assessments

Perform invasive species inventories and audits

When assigned to Facilities:

Perform skilled facility maintenance and repairs.

Oversee facility rentals and programs

MINIMUM QUALIFICATIONS

Knowledge of:

Agronomy, natural resource management, forestry, horticulture, and biology.

Principles of facility maintenance and management

Principles and practices of record keeping.

Principles and techniques of first aid and artificial respiration.

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Safe driving practices.

Ability to:

Perform skilled tasks in a variety of maintenance activities.

Identify problems regarding the facility and programs and recommend possible solutions.

Experience and Training

Experience:

Two years of increasingly responsible experience performing maintenance work similar to that of a Parks Maintenance Worker II with the City of Roseville.

Training:

Equivalent to completion of the twelfth (12th) grade, GED, or higher level degree; additional course work and training in maintenance, agronomy, horticulture, forestry, natural resource management, electrical, plumbing, carpentry, or related field is highly desirable.

License or Certificate

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

Possession of CPR and First Aid certificates within six (6) months of hire.

Necessary Special Requirement

Must be 18 years of age or older.

04-05-18

06-28-14 Parks & Facility Maintenance Worker I/II/III