



CITY OF UNION
Job Description
Last updated 5/2018

POSITION TITLE: Park Maintenance Specialist 1
DEPARTMENT: Parks and Recreation
IMMEDIATE SUPERVISOR: Park Maintenance Supervisor

Summary

Park Maintenance Specialist I performs a variety of work involving grounds and landscape maintenance of public access grounds, gardens and sport/play fields.

Distinguishing Career Features

Park Maintenance Specialist I is the first in a three-tiered grounds career ladder. Incumbents can advance to Park Maintenance Specialist II based on demonstration of knowledge and competency in landscape and horticultural techniques, facility maintenance, excavation, irrigation, and sport/activity field preparation.

Principal Duties and Responsibilities

- Mows, edges, aerates, and re-seeds lawns. Trims shrubs, hedges, and trees. Hoes weeds and rakes lawns. Operates and cleans power riding lawn mowers, power blowers, common trucks, and other motorized equipment requiring similar skill. Operates a blow or other debris removal equipment.
- Plants and cultivates trees, grass, flowers, and shrubs. Applies fertilizer as needed. Spades and otherwise prepares grounds for planting.
- Removes weeds, blows, rakes, and removes trash and debris from walkways, culverts, stairways, roadways, planters, and parking. Maintains in-ground drains and culverts.
- Assists other Park Maintenance Specialists in excavating and contouring park grounds, and in constructing, maintaining, and repairing park structures.
- Cleans and repairs fields/play areas and facilities following events. Performs general grounds clean-up including picking up paper and trash on grounds areas. Performs maintenance and cleaning of park buildings such as storage sheds, restrooms, and seating areas.
- Assists with construction and repair of irrigation systems. Digs trenches, unloads and relocates materials, and cleans tools and equipment.
- Performs other duties as assigned that support the overall objective of the position.

Knowledge and Skills

- Requires a basic knowledge and understanding of the procedures, methods and techniques of grounds and landscape maintenance. Requires sufficient communication skills to interact with co-workers, and staff. Requires sufficient arithmetic skills to calculate weights, proportions, and sums. Ability to perform strenuous outdoor work.
- Ability to build, repair and paint park equipment, buildings, etc. as required.
- Skilled in the use of hand tools and mechanical equipment.

Abilities

- Requires the ability to perform all of the essential duties of the position at an entry or journey level depending on classification. Must be able to operate and maintain common grounds and landscape maintenance tools, equipment and vehicles.
- Requires the ability to work as contributing member of a team, work productively and cooperatively with other teams and external customers, and convey a positive image of the City.

Physical Abilities

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.

- Work is performed in mostly outdoor settings and occasionally in an office setting. Hand-eye coordination is necessary to operate computers, various pieces of office equipment, small tools, and heavy machinery.
- While performing the duties of this job, the employee is frequently required to talk or hear; sit; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit or stand, stoop, and bend at the knees and / or waist. Frequent walking is necessary in field operations.
- The employee must occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

Educations and Experience

The position requires a High School diploma or equivalent required, plus 1 year of experience in gardening, nursery work or grounds maintenance, and demonstrated experience in operation of light duty grounds equipment.

Licenses and Certificates

Requires a valid Class C Driver's License, with reliable transportation

Working Conditions

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.

- Work is performed indoors and outdoors where significant health and safety considerations exist from physical labor and working with machinery.
- While performing the duties of this job, the employee frequently works in outside weather conditions mostly during daylight hours but occasionally during night-time hours. The employee is frequently exposed to extreme summer heat, extreme winter cold, wet and/or humid conditions, and outdoor airborne particles. The noise level in the work environment is usually quiet in the office and moderate in the field but during the use of some tools and operation of heavy equipment, the noise level may be high.