

CITY OF RIVERBANK

SENIOR PARK MAINTENANCE WORKER

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

DEFINITION:

Under general supervision, leads and participates in the operation of the park maintenance program; performs the full array of duties assigned to classes in the Park Maintenance Worker series, including skilled and semi-skilled work in the maintenance and repair of landscaped areas, parks, and public facilities; leads park maintenance crews; demonstrates a full understanding of all applicable policies, procedures, and work methods associated with assigned duties; performs other related duties as required.

DISTINGUISHING CHARACTERISTICS:

The **Senior Park Maintenance Worker** is the lead class in the Park Maintenance Worker series. The incumbent performs lead duties, including assisting in the planning, assigning, and evaluation of the work of subordinates, giving recommendations on discipline, and providing training as required with the assistance of the Parks and Facilities Maintenance Supervisor. The Senior Park Maintenance Worker is also responsible for initiating corrective action as necessary to ensure acceptable performance and serves as acting Parks and Facilities Maintenance Supervisor when necessary. This classification differs from the next higher classification of Parks and Facilities Maintenance Supervisor in that the latter has overall supervisory responsibility for supervising park and facility maintenance crews.

SUPERVISION RECEIVED/EXERCISED:

Receives general supervision from the Parks and Facilities Maintenance Supervisor. Exercises functional, technical, and lead supervision over lower level Park Maintenance Workers.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Leads, reviews, assigns, and performs the work of staff engaged in the in the maintenance and repair of Lighting and Landscape Districts, parks, and related public facilities; participates or directs litter control; develops and implements crew assignments; inspects and reviews work methods, performance, and quality of work performed; answers questions; evaluates and provides input and recommendations on employee evaluations; assumes responsibility for the more difficult and complex tasks.
- Recommends and reports service levels to the Supervisor; performs field observations to ensure compliance with department policies, practices, and City ordinances; prepares reports for the Supervisor related to division activities.

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- Assigns, directs, trains, and participates in the work of crews responsible for the maintenance, repair, inspection, and operational work in Park's facilities, landscapes and recreation areas, aquatics center, and Lighting and Landscape Districts; prepares and submits records and reports concerning work performed; estimates time, materials, and equipment needed for various projects; provides assistance in the planning of work projects, including the purchase of supplies, materials, and equipment needed to complete projects.
- Assigns, directs, and participates in the maintenance of turf, recreation, fences, and play areas; operates, maintains, and repairs irrigation systems; changes and adjusts heads for proper irrigation; maintains controllers and timers; operates and maintains vehicles and a variety of power driven equipment such as tractors, mowers, blowers, edgers, chain saws, weed eaters, etc.; maintains and prepares athletic fields and courts; may mix and apply personal grade fertilizers, pesticides, and herbicides; maintains records of any fertilizers and chemicals applied.
- Oversees and performs planting of shrubs, trees, and flowers; trims hedges, shrubs, and flowers; lays sod; trims and removes trees; maintains and inspects park facilities, including parks, skate parks, landscapes, athletic fields, playgrounds, and courts; performs all necessary repairs on park facilities; picks up trash and debris from park grounds and empties trash cans; removes graffiti and weeds; repairs vandalism, signs, and fences.
- Performs routine custodial work, which may include sweeping, mopping, and disinfecting surfaces and stocking restrooms with supplies; opens and cleans restrooms at all City parks.
- Performs routine facility maintenance duties such as painting, light plumbing, carpentry, electrical, and mechanical tasks; maintains Snack buildings and appliances; operates vehicles and various power equipment in the maintenance of parks.
- Inspects all City parks for safety issues, turf, irrigation, and tree problems; checks all playground equipment and surfaces.
- Orders supplies and equipment.
- Provides assistance to other Public Works divisions; cleans and removes debris from storm drains.
- Responds to questions, concerns, and emergency calls from the general public; makes recommendations and/or takes appropriate action to resolve issues and problems; responds to inquiries about department policies, rules, regulations, and City ordinances; establishes and maintains a customer service orientation within the work unit.
- Demonstrates a full understanding of applicable policies, procedures, and work methods associated with assigned duties; evaluates assigned work activities; estimates time, materials, and equipment necessary for the successful completion of assignments; acquires necessary resources as is appropriate.
- Participates and assists in the investigation of accidents involving subordinate personnel; provides input on performance evaluations to the Parks and Facilities Maintenance Supervisor; initiates minor disciplinary procedures.

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- Enforces City ordinances governing use of parks facilities; may serve as acting Parks and Facilities Maintenance Supervisor in his/her absence.
- Establishes positive working relationships with representatives of community organizations, state/local agencies, City management and staff, and the public.

PHYSICAL, MENTAL, AND ENVIRONMENTAL WORKING CONDITIONS:

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping, and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and operating assigned equipment. The need to lift, carry, and push tools, equipment, and supplies weighing 50 pounds or more is also required. Additionally, the incumbent in this outdoor position works in all weather conditions, including wet, hot, and cold. The incumbent may use cleaning and lubricating chemicals, pesticides, or herbicides, which may expose the employee to fumes, dust, and air contaminants. The nature of the work also requires the incumbent to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment, work in heavy vehicle traffic conditions, and often work with constant interruptions.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

QUALIFICATIONS: *(The following are minimal qualifications necessary for entry into the classification.)*

Education and/or Experience:

Any combination of education and experience that has provided the knowledge, skills, and abilities necessary for a **Senior Park Maintenance Worker**. A typical way of obtaining the required qualifications is to possess the equivalent of three years of responsible experience in park maintenance with a minimum of two years at the journey level similar to that of a Park Maintenance Worker II in the City of Riverbank and a high school diploma or equivalent, supplemented by specialized training in park and horticulture maintenance.

License/Certificate:

Possession of, or ability to obtain, a valid Class B California driver's license. Possession of a California Commercial or agricultural pesticide applicator license, Certified Pool Operator, and Playground Inspection certificate are required.

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KNOWLEDGE/ABILITIES/SKILLS: *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

Knowledge of:

Practices, techniques, and methods of parks, landscapes, and related facilities maintenance, care, and repair; characteristics of healthy plant growth and plant diseases; practices and techniques for tree, shrub, and turf trimming and maintenance; characteristics and proper application procedures for pesticides; operational and maintenance characteristics of different types of vehicles, equipment, and tools used in park maintenance; general plumbing and painting work; mechanics of irrigation, sprinkler, and systems; pool maintenance; methods and materials used in an effective weed abatement program; methods and techniques of supervision; proper methods of traffic control and delineation; applicable federal, state, and local laws, codes, and regulations, including playground codes and park ordinances; methods and techniques of scheduling work assignments; basic principles of mathematics; record keeping; make sound decisions within established guidelines; analyze a complex issue and develop and implement an appropriate response; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Ability to:

Lead and perform a wide variety of park, landscape, and related facilities repair and maintenance activities in an assigned district; operate a variety of hand and power tools, vehicles, and equipment used in park maintenance; prune plants for the best effect; properly evaluate the health of trees, shrubs, and plants; estimate time and materials for completion of projects; perform heavy manual labor; lead, supervise, train, motivate, and evaluate assigned staff; respond to after hours call-outs as assigned; work independently and as part of a team; make sound decisions within established guidelines; analyze a complex issue and develop and implement an appropriate response; mix and apply restricted herbicides and pesticides; read blueprints and plans; interpret, explain, and apply applicable laws, codes, and regulations; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Skills to:

Safely and effectively operate a variety of maintenance equipment, tools, and materials.