

CLASS SPECIFICATION
Senior Parks Maintenance Technician

GENERAL PURPOSE

Under direction, assists in planning, scheduling, assigning, supervising and overseeing the work of parks department staff engaged in the construction, maintenance and repair of City parks and related systems and facilities; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

Senior Parks Maintenance Technician assists the Parks Maintenance Supervisor in organizing, assigning, supervising and overseeing the work of personnel engaged in the maintenance of City parks and related facilities, such as athletic playing fields, playground equipment, fences and irrigation systems. The incumbent serves as the Parks & Recreation Department's or Parks Maintenance Division's Arborist and Irrigation Auditor and operates a variety of grounds equipment in the construction, repair and maintenance of Park facilities and grounds. An incumbent is also responsible for assisting in organizing and providing quality customer service at Parks special events and tournaments.

Senior Parks Maintenance Technician is distinguished from Parks Maintenance Supervisor in that an incumbent in the latter class is responsible for providing full supervision and oversight for parks maintenance operations, activities and staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

1. Assists in planning, scheduling, supervising and overseeing the work of staff engaged in the construction, maintenance and improvement of City parks and related systems and facilities, such as athletic playing fields, playground equipment, irrigation systems, restrooms, snack bars and the City's public golf course; assists in providing technical assistance and training to staff and others on the proper methods construction, repair and maintenance of parks and grounds equipment.
2. Assists and participates in the development and implementation of short- and long-range work plans for projected park projects; assists in estimating labor, material and equipment requirements for assigned work and projects; inspects all construction phases of new parks; inspects new trail fencing and ensures fences are compacted properly; assists in maintaining all Parks plans and mylars.
3. Ensures compliance of the department's activities to pertinent codes, regulations and guidelines; inspects the work of Parks staff and contractors to ensure compliance with policies, standards and contract provisions; notifies supervisor of vandalism or damage to park facilities or grounds or safety hazards.

4. Serves as the Parks & Recreation Department's or Parks Maintenance Division's Arborist and Irrigation Auditor; operates a variety of grounds equipment, including tractors, chain saws, drills and mowers in the construction, repair and maintenance of Park facilities and grounds; ensures proper maintenance of grounds equipment and hand tools.
5. Assists in organizing and provides quality customer service at Parks special events and tournaments; responds to citizen complaints or inquiries by phone or in person.
6. Assists in coordinating the work of the department with other departments and divisions; meets with other divisions or community groups as needed.
7. Maintains the Park warehouse; notifies supervisor of needed supplies and parts.
8. Prepares and submits regular operations and maintenance reports.

OTHER DUTIES

1. Sets up and takes down City flags.

QUALIFICATIONS

Knowledge of:

1. Methods, practices, techniques, tools, material and equipment used in the construction and maintenance of large landscaped areas, including associated buildings, structures, equipment and facilities.
2. Operation and maintenance of a wide variety of hand and power tools and equipment common to the field.
3. Principles and practices of plumbing and electrical maintenance and repair.
4. Safe work methods and safety regulations pertaining to the work.
5. Principles and practices of sound business communications.
6. Computer applications pertaining to the work.

Ability to:

1. Analyze complex operational problems, evaluate alternatives and recommend or adopt effective courses of action.
2. Develop and implement work standards.
3. Operate and maintain a variety of hand and power tools and equipment common to building and facilities construction and maintenance trades.
4. Understand and follow oral and written instructions.
5. Perform heavy physical labor.

6. Use appropriate safe-work practices and equipment.
7. Prepare clear and concise records, reports, correspondence and other written materials.
8. Exercise independent judgment and initiative within established guidelines.
9. Establish and maintain effective working relationships with City management, staff, contractors, the public and others encountered in the course of work.

Education, Training and Experience:

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from graduation from high school or G.E.D. equivalent; and five years of journey-level experience in the construction and maintenance of parks and other landscaped areas, at least one year of which was in a lead capacity; or an equivalent combination of training and experience.

Licenses; Certificates; Special Requirements:

A California Class C driver's license and the ability to maintain insurability under the City's vehicle insurance policy.

Current, valid certification by the State of California as a Qualified Applicator.

Current, valid certification as an Irrigation Water Auditor is desirable, but not required.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is frequently required to walk; sit; climb or balance; stoop, kneel, crouch or crawl. The employee must frequently lift and/or move up to 50 pounds, and occasionally up to 100 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Mental Demands

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; learn and apply new information or new skills; work under deadlines with constant interruptions; and interact with City management, staff, contractors, the public and others encountered in the course of work, some of whom may be dissatisfied or quarrelsome.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee regularly works in outside weather conditions, near moving mechanical parts. The employee is frequently exposed to wet and/or humid conditions. The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level is frequently loud.