



CLASS SPECIFICATION

Class Code: 60018928
Date Established: 07/2021
Last Reviewed:
Last Reviewed:
Last Title Change:
FLSA: non-exempt
Probation: 6 months

LEAD MAINTENANCE WORKER – PARKS

DEFINITION

Under general supervision, provides lead direction and work coordination for a crew assigned to the maintenance of parks; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

Two years of full-time experience in grounds maintenance in parks that includes installation, repair, maintenance, and operation of computerized irrigation systems, pesticide application and turf management; OR any equivalent combination of training and experience.

LICENSE OR CERTIFICATE

A valid driver's license is required at the time of appointment.

Certification as a pesticide applicator must be obtained from the Department of Agriculture within six months of date of appointment. Continued employment is contingent upon maintaining valid certification.

Backflow Prevention Tester certification (AWWA) within one year of appointment.

DISTINGUISHING CHARACTERISTICS

Provides work coordination and lead direction over maintenance staff. It is distinguished from Maintenance Worker – Parks by its ability to perform the most difficult and complex duties and assignments with minimal guidance and supervision.

SUPERVISION EXERCISED

Provides lead direction over maintenance staff.

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Provide lead direction and work coordination for a maintenance staff assigned to parks including landscape maintenance, construction, and repair work; may perform functional supervisory duties in the absence of an immediate supervisor.

Provide staff training and ensure the following of proper safety regulations at job sites.

Perform a variety of the most difficult and complex maintenance, construction, and repair assignments; perform installation, repair, maintenance, and tests of backflow devices and irrigation pumps; spraying for insects, weeds, and disease control, and repair of automated and manual sprinkler systems.

Operate, program, and troubleshoot computerized irrigation systems including installation and repair of central control units, memory boards, sensors, and master valves.

Repair irrigation systems to include use of design prints to locate the systems, diagnose problems, locate, and correct the problems.

Plan and lay out work assignments; recommend project priorities and methods of accomplishing work; requisition materials, equipment, and supplies required for maintenance and repair work.

Inspect jobs in progress and provide technical guidance; examine and approve completed jobs and submit reports of work completed.

Maintain and update equipment inventory, maps, plans/specifications, and supplies. Requisition materials and supplies as needed.

Meet with the public, resolving concerns and providing information regarding maintenance and repair activities.

Maintain data and compile reports on changes, repairs, and installations including reports of irrigation systems and activities.

Remove/install and test irrigation pumps and backflow devices.

Ensure that assigned personnel perform duties and responsibilities in a safe and prudent manner, which does not expose them or others to unnecessary harm or risk of on-the-job injury.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:

Department/division policies and procedures.

Comprehensive knowledge of the methods, procedures, tools, and equipment used in assigned area.

Ability to:

Provide work coordination, lead direction, and training for other staff.

Entry Level *(Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.)*

Knowledge of:

Methods, materials, and equipment used in the maintenance, repair, and construction of parks and landscaped areas.

Principles of work coordination and training.

Irrigation systems designs used to obtain proper water coverage to turf, tree and shrub areas including sizing of pipe.

Irrigation requirements for turf, trees, shrubs, and other landscaping.

Computerized irrigation systems that utilize weather data to determine water delivery.

Turf management, including seeding, sodding, fertilizing, and turf and landscape diseases and control methods.

Symbols and terminology used in the design or irrigation systems.

Names, functions, and characteristics of irrigation parts and systems and the tools used, and motorized equipment used to install and maintain irrigation systems.

Backflow devices and their operation.

Work safety methods and procedures.

Ability to:

Perform a variety of the more difficult installation, operation, repair, and maintenance work in parks and landscaped areas.

Schedule work for maintenance, repair, and construction projects.

Read and interpret irrigation systems design prints.

Operate, program, and troubleshoot computerized irrigation systems.

Use and care for the tools and equipment used in the installation, repair, and maintenance of parks, landscaped areas, and irrigation systems.

Monitor and interpret the condition of turf, trees, and other landscaping, and program the computerized irrigation systems accordingly.

Maintain records and prepare reports.

Read manuals, blueprints, drawings, and maps.

Diagnose and repair irrigation systems problems.

Obtain certification of Backflow Prevention Tester (AWWA).

Effectively represent the Department to the public.

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

SPECIAL REQUIREMENTS *(Essential duties require the following physical skills and work environment.)*

Ability to stand and walk for extended periods. Ability to frequently stoop, bend, and kneel. Ability to lift and move objects weighing up to 75 lbs. Ability to perform sustained and vigorous activities in a variety of environments, temperatures, and weather conditions. Ability to tolerate exposure to dust, dirt, and grease.

This class specification is used for classification, recruitment, and examination purposes. It is not to be considered a substitute for work performance standards.