



## JOB DESCRIPTION

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# **BUILDING/PARKS MAINTENANCE WORKER II**

## **DEFINITION**

Under general supervision, maintains lawns, landscaped areas and park facilities.

## **CLASS CHARACTERISTICS**

This position receives supervision from the Building Maintenance Supervisor and may be assigned to maintain Whitewater Park. The incumbent is expected to perform assigned activities without detailed instruction as to specific procedures to be followed.

## **EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

1. Using power and hand tools, mows, edges and weeds lawns, flower-beds, and other landscaped areas; applies pesticides and herbicides; plants, prunes or trims hedges, trees, flowers, and shrubs.
2. Prepares areas for planting by clearing, grading, fertilizing, and watering ground; prepares areas for rock beds and lays rocks.
3. Operates, maintains and repairs in-ground sprinkler systems.
4. Cleans walks, parking areas and other areas of leaves and other debris; removes trash.
5. Operates power mowers, blowers, sweepers, edgers, hedge trimmers, clippers, sprayers, and other equipment or vehicles; makes minor repairs such as sharpening blades; performs routine maintenance and equipment safety inspection.
6. Performs limited custodial work, which may include sweeping, mopping, waxing and buffing floors, stocking restrooms with supplies.
7. May perform limited building and facilities maintenance, including the repair of light and plumbing fixtures and related equipment; painting and repairing recreation equipment; and enforcing park regulations.
8. May coordinate and provide instruction to others in the performance of grounds keeping and related maintenance tasks.
9. Without additional compensation, employee shall perform such additional acts or duties as the City Manager shall assign.



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### QUALIFICATIONS/GUIDELINES

#### Education and/or Experience

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for satisfactory job performance. Example combinations include graduation from high school, or equivalent, and one year of experience in gardening, grounds and building maintenance.

#### Knowledge, Skills and Abilities

Considerable knowledge of safe grounds maintenance methods and techniques; plants, flowers, and shrubs; basic building and equipment maintenance and repair; plant pests and diseases, and the methods of control and eradication. Skill in the operation and maintenance of tools and equipment used in maintenance work. Ability to perform heavy physical labor and lift heavy objects; understand and follow verbal and written directions; work effectively in the absence of supervision; coordinate the work of others engaged in maintenance activity; establish and maintain cooperative working relationships.

### SPECIAL REQUIREMENT

Possession of or ability to obtain an appropriate California driver's license, and a satisfactory driving record.

### WORKING CONDITIONS

Incumbents must be able to perform heavy manual work associated with park maintenance work which includes lifting objects weighing more than 50 pounds; moderate exposure to dust, temperatures, noise, and inclement weather and occasional exposure to chemicals.

### ESSENTIAL ELEMENTS

#### Aptitudes

Eye/hand coordination, hearing/listening, and smelling (simple and cleanliness).

#### Physical Demands

Stooping, bending, sitting, kneeling, flexibility (upper and lower body), standing, walking, lifting (over 50 lbs.), touching dexterity (hand and finger), reaching, carrying, clear seeing - general, close vision, color perception, clear speech - simple, driving (car), pushing/pulling, climbing, moving objects, hazards, and fatigue.

#### Mental Requirements

Reading and writing - simple, memorization, analyzing, math skills, judgment, and decision making.

#### Work Environment

Works alone, with others, and around others, verbal contact with others, face-to-face contact, inside, outside, extended days, confined areas, extreme heat/cold, temperature changes, wet and/or humid, noise, mechanical and electrical equipment, high places, fumes/odors, and dirt/dust. Performs a wide variety of duties.

#### Equipment

Telephone, calculator, television monitor, kitchen appliances, vacuum cleaner, and maintenance tool equipment.