

JOB DESCRIPTION

JOB TITLE:	Senior Parks Maintenance Worker	FLSA:	Non-Exempt
DEPARTMENT:	Facilities	GRADE:	A3
REPORTS TO:	Building & Grounds Supervisor	DATE:	3/29/2019

SUMMARY OF JOB PURPOSE:

Plans, performs, directs, and reviews work related to the maintenance of a variety of outdoor public areas; responsible for ensuring the aesthetics, cleanliness, safety, and general upkeep of such areas.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Provides lead direction, training and work review to employees, contractors, and work crews; organizes and assigns work, sets priorities, and follows up to ensure coordination and completion of assigned work.
- Mows, trims, edges, fertilizes, aerates, and waters lawns, medians, parks and other landscaped areas; weeds, prunes, mulches, fertilizes, and sprays trees, plants and shrubbery; prepares soil for planting; seeds and re-sods lawn areas; plants trees, seedlings and shrubs.
- Installs, repairs and maintains irrigation systems; adjusts, repairs and replaces timing mechanisms; reads and interprets plans, specifications, blueprints and schematics; prepares as-built sketches.
- Mixes and applies herbicides, fungicides and pesticides.
- Inspects assigned areas for health and safety hazards; identifies, reports, and corrects hazards.
- Cleans outdoor public areas and attendant facilities, including restrooms; uses cleaning products and equipment as necessary;; picks up trash and litter.
- Performs basic maintenance and repair work on a variety of outdoor areas and attendant facilities and equipment; paints facilities; assists with plumbing and carpentry work; builds concrete forms and assists with finishing work.
- Operates and maintains a variety of hand and power landscaping tools and equipment, including hand and power mowers, small tractors, spreaders, edgers, blowers, hedge trimmers, weed eaters, chainsaws, rakes, shovels, hoes, brooms and other tools; operates trucks, trailers, and tractors with attachments.
- Adheres to all applicable safety rules and practices, including safety specifications related to the use of chemicals and equipment; instructs others in safe work practices; ensures compliance with safety rules and practices at worksite; attends safety meetings.
- Responds to questions and complaints from the public; carries out assignments in a non-disruptive manner in areas receiving heavy public use.
- Works independently under general supervision; maintains basic records of work performed and attendance.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Represents the County with dignity, integrity, and a spirit of cooperation in all relationships with staff and the public.

SENIOR PARKS MAINTENANCE WORKER

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

High School diploma/GED; AND three (3) years of landscaping maintenance experience; OR an equivalent combination of education, training and experience determined by Human Resources.

Required Knowledge and Skills

Knowledge of:

- Basic supervisory principles and practices.
- Landscaping methods and techniques, including methods and techniques for planting, transplanting, cultivating, pruning and maintaining a variety of lawns, ground cover, plants, shrubs, hedges and trees.
- Soil preparation methods and techniques
- Methods and techniques used in weed, pest and plant-disease control.
- Installation, maintenance and repair of irrigation systems.
- Use and minor maintenance of commonly used hand and power landscaping tools and equipment.
- Safe work methods and safety regulations pertaining to the work.
- Shop mathematics.
- Record keeping practices.
- Painting, plumbing, welding, masonry and carpentry methods, tools and techniques.

Skill in:

- Planning, directing and reviewing the work of others on a project or day-to-day basis.
- Instructing others in work procedures
- Maintaining a variety of outdoor areas using proper landscaping practices
- Using various hand and power tools, chemicals, landscaping products, and equipment.
- Recognizing common plant diseases and insect pests.
- Using basic sanitation chemicals and tools.
- Using initiative and independent judgment within established procedural guidelines.
- Making accurate arithmetic calculations.
- Reading and interpreting plans, maps and instructions; preparing records and reports of work performed.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.

SENIOR PARKS MAINTENANCE WORKER

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.

- Nevada Driver's License, CDL preferred
- OSHA 30 certification within (6) months of employment.
- Aerial device certification, of the type(s) operated by Lyon County, within (6) months of date of employment.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

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

Strength and mobility to work in a typical field or shop maintenance setting, including operating hand and power tools; stamina to perform sustained physical labor, including standing, walking, bending, climbing, lifting, pushing, and pulling; working in confined or awkward spaces; strength to lift and maneuver materials and equipment weighing up to 100 pounds with proper equipment; vision to read printed materials; and hearing and speech to communicate in person or over a radio or telephone.

Work is subject to frequent travel, exposure to extreme weather conditions, noise, electrical shocks, hazardous chemicals, electrical currents, gases, dust and noxious odors.

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