



Town of Oro Valley Classification Description

Title: **PARKS MAINTENANCE WORKER II**

Job Code: 2442

FLSA Status: Non-Exempt

Department: Parks & Recreation

Salary Grade: 106

POSITION SUMMARY:

Under the direct supervision of the Parks Maintenance Supervisor maintains all the Parks facilities as per Parks and Recreation standards in a safe and professional manner.

ESSENTIAL JOB FUNCTIONS:

- A. Meets on a timely basis with the Parks Maintenance Supervisor to discuss any pertinent issues, go over weekly goals, and general day-to-day operational maintenance needs. Makes suggestions to the Supervisor on completing work and priorities.
- B. In the absence of the Parks Maintenance Supervisor may be required to act independently in the development of his/her work schedule and tasks.
- C. Assists other Parks Maintenance Workers as assigned.
- D. Inspects assigned park buildings, playground equipment, and all associated grounds equipment for safety and creates work orders on areas requiring maintenance.
- E. Has knowledge to operate and repair all aspects of the irrigation systems used at Town of Oro Valley Parks.
- F. Maintains all Parks power equipment to include utility vehicles, groomers, mowers and hand-held gas powered equipment.
- G. Keeps accurate records of all equipment assigned for maintenance and preventative maintenance programs.
- H. Keeps accurate and organized inventories of Town of Oro Valley Parks Maintenance equipment, tools and supplies.
- I. Conducts and has knowledge in all areas of landscape maintenance, field maintenance, and general building maintenance.
- J. Fulfills special assignments as requested by the Parks Maintenance Supervisor to meet the needs of the Town.
- K. Trains level I parks maintenance staff in aspects of grounds maintenance, to include proper use of safety equipment, maintenance standards, and professional interaction with our Park patrons.
- L. Oversees and utilizes an Arizona Department of Corrections (ADC) inmate crew in delivery of services, maintenance of grounds and general labor of various job tasks.
- M. Regular, daily attendance is an essential function for this position.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of Town and Department policies and procedures.
- Knowledge of park maintenance and beautification methods.
- Knowledge of occupational hazards and safety guidelines.
- Skill in cleaning and maintaining park grounds, park equipment and facilities.
- Skill in verbal and written communication.
- Skill in computer literacy.
- Skill in establishing and maintaining effective working relationships.
- Skill in operating heavy equipment used in maintenance and landscaping duties.
- Skill in irrigation installation and repair.
- Skill in scheduling and prioritizing work tasks or assignments.

MINIMUM QUALIFICATIONS:

- A high school diploma or equivalent.
- Three (3) years' experience in landscaping, irrigation and/or turf management; **OR** an equivalent combination of education and experience.
- Must be able to obtain a Arizona Pesticide Applicator Certification Category 3 & 4 within six months of hire.
- Must possess at time of application and maintain an Arizona driver's license.
- Must be able to obtain Arizona Department of Corrections certification of inmate supervision.
- Must be able to obtain an NRPA Playground Safety Inspector Certification within six months of hire.
- Must be capable of lifting 50 pounds.
- Successfully complete background investigation.

ENVIRONMENTAL FACTORS and WORKING CONDITIONS:

- Employment in this position may require both regular and irregular work hours to include weekends and nights or holidays depending on the needs of the Town.