***Hyrum***



***Job Description***

**Title:** Park Maintenance Leadman **Code: 708**

**Division:** Operations **Effective Date:**  01/2024

**Department:** Park **Last Revised:**

GENERAL PURPOSE

Performs a variety of **journey level skilled duties** related to the construction, installation, maintenance and repair of parks buildings, recreation facilities, parks grounds, playing fields and general environs.

SUPERVISION RECEIVED

Works under the general supervision of the Parks Superintendent.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS

Assists in the installation of sprinkler systems; selects line sizes, sprinkler spacing, type and control equipment; install, test, and maintain systems utilizing low voltage, hydraulic, or other operating features.

Performs general building maintenance; constructs and maintains bowery’s, small buildings, and storage facilities; assures proper operation of lighting fixtures, doors, windows, and plumbing; may assist in framing, painting, roofing or other skilled construction and maintenance activities related to carpentry, plumbing, and electrical; performs concrete and masonry work; assures proper installation and maintenance of playground equipment.

Performs operations such as spraying projects for the prevention or eradication of pests, fungus, and insects harmful to park plants, trees, shrubs, and other environs; selects appropriate chemicals and combinations to accomplish task; maintains records of spraying activities; assures chemicals are properly stored and used in conformity with city, state, or federal regulations; operates spraying equipment.

Operates light equipment such as mowers, rollers, cement mixers, pick-ups, tractors, forklifts, spreaders, and various hand and power tools as needed. Operates and maintains trencher; operates a variety of types of small and light equipment such as mowers, sod cutters, chain saws, pruning equipment, aeration tractor, and various hand tools; performs routine and regular maintenance on equipment to assure efficiency and safety; welds as needed to fabricate parts and make repairs.

Operates complex lawn mowing equipment; mows and trims grass, bushes, and shrubs; assists in pruning activities on trees, shrubs, and plants; removes dead, diseased, or injured trees; stimulates healthy plant growth through custom pruning and cutting. Assists in snow removal; assists in flood control operations and storm drain maintenance.

Performs general landscape and gardening duties; plants and transplants trees, shrubs, bushes, grass, flowers, etc., as directed to develop attractive parks and grounds; performs various fertilization techniques using dry and liquid chemicals.

Trains laborers in equipment usage such as backhoe, loader tractor, gang lawn mowers, and landscape equipment. Responds to 24-hour emergency calls.

**Customer Service:** Responds to emergency calls twenty-four hours a day; assists to determine necessary personnel and materials needed to resolve problems; assists to maintain daily records of all work performed.

Provides quality customer service by providing timely and accurate information to the public; portrays a positive public image and works with the public and other employees in a courteous and professional manner. Responds to public questions, explains park procedures and policies, and resolves disputes among citizens utilizing parks facilities. Coordinates with Eagle Scout projects, community service projects and other volunteers.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from high school or completion of GED equivalent;

AND

B. Four (4) years of experience in the maintenance, upkeep, and beautification of turf, parks, facilities, and related environs;

OR

C. An equivalent combination of education and experience.

2. Knowledge, Skills, and Abilities:

**Considerable knowledge of** maintenance equipment such as backhoe, loader, dump truck, mowers, tractor, aerators, welder, trimmers, etc.; landscape and sprinkler system design; flow pumps; of hazards and related safety precautions associated with equipment operations. **Working knowledge of** herbicides, fungicides, insecticides, and pesticides, and proper application of the same; of turf and greens management; of interpersonal communication skills.

**Skill in** the operation of various types of light equipment such as gang mower, front end loader, tractor, backhoe, etc., basic mechanics, basic electrical and plumbing operations, basic carpentry, and masonry.

**Ability to** recognize and identify common weeds and pests; ability to recognize and identify diseases common to turf and greenery; ability to effectively apply chemicals for the abatement and eradication of noxious weeds and insects; effectively, perform various semi-skilled and skilled functions related to building maintenance; ability to communicate verbally and in writing; ability to develop effective working relationships with supervisor, subordinates, and the public.

3. Special Qualifications:

Must possess a valid Utah State Driver’s License~~.~~

Must be able to obtain certified applicator of herbicides and pesticides through the State of Utah.

Certified Playground Safety Inspector is preferred.

Must work “on-call” responding to emergency calls.

Seasonal shift work (including weekends and holidays) may be required.

4. Work Environment:

Incumbent of the position generally performs in an outdoor setting and is subject to seasonal weather conditions. Tasks require variety of physical activities, generally involving some muscular strain, such as walking, standing, stooping, sitting, reaching, lifting, etc. Talking, hearing, and seeing essential to the performance of the job. Common eye, hand, finger dexterity needed in job performance. Mental application utilizes memory for details, verbal instructions, emotional stability, complex thinking, and creative problem solving. Frequent local travel required in normal course of job performance.

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**Disclaimer**: In compliance with the ADA, reasonable accommodation will be considered, upon request, on a case-by-case basis during both the pre-employment process and to accommodate post-employment changes in employee physical abilities.  Accommodation decisions will be influenced by the need to prevent “undue hardship” to the city. The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have reviewed the above job description. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Employee)