

PARK SERVICES MAINTENANCE TECHNICIAN II

Position Code: 1430

WC Code: 9102

FLSA Status: Non-Exempt

Pay Grade: 346

Location: Parks & Recreation

Approval Date: 2022

General Statement of Duties

Performs skilled and semi-skilled work on grounds, parks, and equipment.

Distinguishing Features of the Class

An employee in this class performs a variety of manual labor tasks in the maintenance of Town parks. Parks maintenance includes mowing grass, dragging, and lining ball fields, painting and repairing benches and playground equipment, and cleaning up trash and restrooms. Work may include assisting with or performing routine and specialized maintenance and repair of equipment used. Employee must be able to perform manual labor, as well as skilled and semi-skilled duties, and abide by safety rules and regulations. Accuracy in equipment operation is essential to prevent damage and ensure citizens are not injured. Work may require serving on call. Work subjects the employee to inside and outside environmental conditions, noise, vibration, hazards associated with maintenance work, fumes, odors, dust, mists, and oils. In some jobs involving equipment, duties may expose the employee to human body fluids and thus the work is subject to level II of the OSHA requirements on bloodborne pathogens. Work is assigned daily by the Park Services Crew Leader or Park Services Supervisor and is reviewed through observation, quality, and quantity of completed work and discussions.

Duties and Responsibilities

May perform park maintenance to include mowing, landscape maintenance, fertilizing, mulching, etc.

May empty trash receptacles and remove litter from Town parks.

May order cleaning supplies as needed, within budget, and maintain custodial supplies in storage area and vehicle.

May prepare athletic fields to include lining, dragging, routine and annual maintenance.

May perform back-up cemetery duties to include plot sales, meeting with families, ensuring burials are conducted properly, maintaining cemetery records and maps, and overseeing marker installations.

Keeps shelters and restroom entrances clean of debris.

Performs basic equipment maintenance.
Sets up for Town events and moves Town property as directed.

Operates equipment.

Performs on call duties for evenings, holidays and weekends.

Performs routine playground inspections.

Assists with specialized turf maintenance.

Operates specialized equipment on occasion.

Performs other duties as assigned.

Recruitment and Selection Guidelines

Knowledge, Skills and Abilities

Working knowledge of the methods involved in and skill in operating required equipment under conditions of a particular job.

Working knowledge of mechanical functions of equipment and trucks and methods for routine maintenance and repairs.

Working knowledge of tools, materials and methods used in skilled, unskilled, and semi-skilled parks maintenance work.

Ability to understand and follow oral and written instructions.

Ability to use varied equipment required in the performance of duties.

Ability to establish and maintain effective working relationships with other employees, supervisors, and the general public.

Proficiency with specialized equipment appropriate for position and assignment.

Proficiency in basic computer use to include Microsoft Office and other applications as specified by supervisor.

Physical Requirements

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

While performing the duties of this job, the employee is frequently required to reach with hands and arms, stand, sit, walk, use hands to grasp, handle, feel or operate objects, tools, or controls and talk or hear. The employee is occasionally required to climb, balance, stoop, kneel and crouch. The employee must possess manual dexterity to operate equipment such as tractors, mowers, weed eaters, chainsaws, and other power tools. This position involves heavy work requiring the employee to exert up to 100 pounds of force occasionally; and/or up to 50 pounds of force frequently; and/or up to 20 pounds of force constantly to move objects. Lifts and carries heavy equipment and/or materials (up to 50 pounds) to perform assignments.

Must possess the visual acuity to make visual inspections of work assigned and completed, operate equipment, and perform mechanical and trades tasks.

The employee may be exposed to hazardous physical conditions (including but not limited to noise, moving parts, uneven surfaces, repetitive motions, and vibration) poor atmospheric conditions (including but not limited to fumes, odors, dusts, gases, and poor ventilation). In addition, the work will require seasonal exposure to extreme weather conditions, snakes, insects, and wildlife.

Minimum Education and Experience

High School Diploma or GED and six months of direct experience performing skilled or semi-skilled labor on grounds, parks, golf course or similar setting.

Special Requirements

Possession of a valid North Carolina driver's license.