



**CITY OF SANTA CRUZ  
PARKS MAINTENANCE WORKER**

**Reports to:** Parks Field Crew Leader, Parks Field Supervisors, Wharf Construction Crew Leader, Wharf Supervisor, Golf Course Superintendent, Senior Parks Maintenance Worker or Recreation Supervisor

**Supervises:** Non-supervisory

**Bargaining Unit:** Service

**BASIC FUNCTION**

Under supervision, the Parks Maintenance Worker performs a variety of unskilled and semi-skilled tasks in the development and maintenance of City parks and recreational facilities; and does related work as required. Incumbents are trained in and perform a broad range of duties in the basic groundskeeping, landscaping, construction and maintenance trades as necessary for the section or crew to which assigned. Incumbents generally work as a member of a crew, but may be given independent assignments and may lead a small crew of temporary aides and volunteers. Incumbents are subject to call-back for after hour emergencies.

**DISTINGUISHING CHARACTERISTICS**

This classification is the entry and working level of the Parks Field Operations series. This classification is distinguished from the next higher classification of Senior Parks Maintenance Worker in that the incumbents of the latter classification are assigned tasks which require the application of a more advanced skill or a specialized knowledge of the techniques and tools used in park maintenance and/or which require the regular use of specialized equipment, and duties are performed without direct or continuing supervision. Senior Parks Maintenance Workers may be assigned to lead a small crew of Parks Maintenance Workers and/or temporary aides as required.

**TYPICAL DUTIES** *(May include, but are not limited to, those duties listed below.)*

- Prepares soil for planting and plants various trees, shrubs and flowers.
- Weeds flower beds and other planting areas.
- Mows, rakes and edges lawns and turfs.
- Waters plants by hand and with irrigation systems.
- Cuts weeds and brush.
- Rakes, gathers, loads and hauls refuse and cut vegetation from parks and recreational facilities.
- Cleans and stocks restrooms.
- Assists in applying fertilizers and pesticides.
- Assists with the installation, repair and maintenance of irrigation systems.
- Trims and prunes trees, shrubs and ground coverings.
- Loads, unloads and operates pick-up and light dump trucks to transport maintenance supplies and materials.
- Participates in digging, widening and backfilling trenches and other excavations.

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- Uses general groundskeeping, carpentry and mechanical tools such as picks, shovels, hoes, rakes, shears, edgers, loppers, saws, drills, wrenches, screwdrivers and hammers.
- Operates landscape construction and turf maintenance equipment such as chain saws, concrete saws, pavement breakers, sprayers, cement mixers, aerators, compactors, rollers, small multi-purpose tractors, brush chippers, blowers, light dump trucks, seven gang mowers, green mowers, large rotary mowers, rototillers and seeders.
- Performs minor electrical repairs on park lights, switches and irrigation clocks.
- Assists with the installation, maintenance and repair of picnic tables, trash cans, barbecues, drinking fountains, playground equipment and other park items.
- Inspects parks, playgrounds and recreational areas for hazards and unsafe conditions and removes or repairs them.
- Picks up and removes trash and debris using hand operated "grab stick".
- Removes and replaces trash can liners.
- Performs basic repairs including plumbing, in park restrooms, park buildings and other park facilities.
- Performs rough carpentry and cement work in the construction, installation and repair of fences, barricades, tables and benches, signs, boxed tree supports, walkways and street medians.
- Performs light graffiti cleanup.
- Responsible for the safe operation of the equipment and tools used.
- Performs routine maintenance and repair of tools and equipment.
- Maintains inventory of maintenance supplies and materials; prepares material requests and keeps work logs as necessary.
- Places traffic control flags, signs and cones to direct traffic around work sites or other obstructions.
- Tactfully responds to questions and comments from the public or conveys information as appropriate.
- Maintains awareness of public safety at all times.
- Constructs and installs park signs.
- May operate equipment such as front-end loaders and trucks.
- Performs other duties as assigned.

If assigned to the Wharf or beach parks:

- May operate or work out of a power boat, barge or personal water craft.
- Work in and around large crowds of people.

If assigned to the swimming pool facility:

- Cleans pool by brushing sides and bottom, scrubbing tile, skimming with net, and vacuuming; cleans and maintains maintenance equipment.
- Tests and regulates chemical balance of water, adds chemicals to tanks and changes filters and tanks as needed; cleans and maintains filters, controls, pumps, and heaters.
- Cleans and sterilizes restrooms, dressing rooms, showers, and pool decks.
- Checks, cleans, and services various pool equipment (i.e., diving boards, ladders, cover, etc.)

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- Maintains records of pool testing results, chemical adjustments made, and maintenance performed.
- Paints swimming pool decks, equipment, and interior walls.

**WORKING CONDITIONS**

Position requires sitting, standing, balancing or walking on uneven and slippery surfaces, reaching, twisting, turning, climbing, kneeling, bending, stooping, squatting, crouching, grasping, reaching overhead and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and operating assigned equipment, plus the ability to speak and to hear. The ability to lift, carry, push and pull tools, equipment and supplies weighing up to 80 pounds is required. The incumbent in this position works outdoors in all weather conditions, including wet, hot, and cold. The work frequently involves work with hands in water and work on ladders or scaffolding. The incumbent may use chemicals including fertilizers, pesticides, grease and oils or solvents which may expose the employee to fumes, dust, and air or skin contaminants. The nature of the work requires that the incumbent to use power and noise producing tools and equipment and drive motorized vehicles, commonly subjecting the incumbent to vibration. Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

**MINIMUM QUALIFICATIONS**

**Knowledge:**

- Proper use and care of common hand tools.

**Ability:**

- Safely perform heavy manual labor.
- Learn and effectively perform basic plumbing and rough carpentry.
- Learn the operation of power tools and equipment and the performance of a variety of semi-skilled tasks.
- Safely handle fertilizers and other toxic materials.
- Follow oral and written instructions given in English.
- Work effectively alone or as a member of a crew.
- Perform basic arithmetical calculations.
- Complete simple records in English.
- Act in a courteous and diplomatic manner with members of the public.
- Maintain safe work environment.

**If assigned to the Wharf or beach parks:**

- Learn the operation of a power boat, barge or personal water craft.

**Willingness:**

- Work outdoors under any weather conditions.
- Perform call-back duty as required.
- Work irregular shifts, holidays and weekends.

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- Wear a uniform.
- Some positions may require that the incumbent be clean shaven at all times to wear respiratory protection equipment.

**EDUCATION AND EXPERIENCE**

Any combination of education and experience that provides the knowledge and abilities shown is qualifying. A typical way to obtain these qualifications would be:

- High school graduation or equivalent; and
- One year of manual labor experience.

**LICENSES**

- Possession at time of hire and continued maintenance of a valid California Class C driver's license and a safe driving record.

**DESIRABLE QUALIFICATIONS**

- Knowledge of the basic techniques, equipment and materials used in groundskeeping, landscaping, carpentry and plumbing.
- Knowledge of the safety procedures for operating power equipment and tools and equipment.
- Knowledge of the proper procedures for safely handling and applying fertilizers and toxic materials.
- General knowledge of western states' horticulture.
- Skill to effectively and safely operate the tools and light equipment used in landscape construction and turf maintenance.
- Skill to perform routine preventive maintenance and repair on tools and equipment.

If assigned to the Wharf or beach parks:

- Some knowledge of the ocean environment (tides, currents, wildlife, weather and swell conditions).

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**Career Ladder**

- Field Supervisor
- Parks Field Crew Leader
- Senior Parks Maintenance Worker
- *Parks Maintenance Worker*