

# Job Description

## Job Title

Part-time Parks Maintenance Worker

*The City of Maricopa is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

## Job Description

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this position. Other duties may be required, assigned, and expected commensurate with the administration needs of a newly incorporated city.

## Job Summary

Under supervision, the Parks Maintenance Worker will perform various maintenance task. This position will report to the Park Supervisor and will be responsible for adhering to maintenance and safety standards that strengthen the community image and sense of place in all City Parks. The Parks Maintenance Worker will possess a strong orientation towards customer service, a stewardship philosophy toward ecosystem management, and will be committed to professional development and perform related duties as required

- Basic knowledge of irrigation systems, including timers, sprinkler heads and lines
- Basic knowledge of turf management principles
- Maintain athletic activity areas (including mowing and weed control), fences, benches, drinking fountains, sidewalks and restrooms
- Maintain park by blowing, weed eating and power washing facilities
- Maintain and repairs playground equipment (including safety checks)
- Remove graffiti from park area
- Clean and remove litter from parks, streets, and other public areas
- Operate and/or drives a variety of light and heavy equipment
- Inspect and repair tennis and basketball courts (including safety checks)
- Open and lock public facilities as warranted (e.g. restrooms, concession stands, etc.)
- Plan, organize, schedule, conduct and direct recreation activities at city facilities or other designate facilities
- Lead and enforce program policies and procedures with participants
- Maintain site records, prepare weekly reports, develop program brochures and informational schedules
- Prepare and distribute flyers, posters and other advertisements for City of Maricopa programs
- Perform other related duties as assigned

## **Minimum Qualifications**

Applicant must demonstrate moderate experience and education to successfully perform all duties for the City of Maricopa. A high school diploma and one year experience equivalent to that of a Parks Worker, and Municipal Park or private landscape companies.

Special Note:

- Applicant must possess a valid Arizona driver's license
- Cardiopulmonary Resuscitation (CPR) certification and First Aid Course certifications are preferred, but not required
- Pesticide Applicators Certificate, within one year of appointment is required
- This position will require the applicant to work evenings, weekends, some holidays and special events.
- Knowledge and understanding of current Parks and Recreation principles and trends (is desired but not required)

Special Requirements:

Applications will be screened for the minimum qualifications and special requirements. Applicants meeting the minimum qualifications and special requirements will be placed on an eligibility list. DURING THE SELECTION PROCESS, ANY APPLICANT REQUIRING ACCOMMODATION FOR A DISABILITY SHOULD ADVISE THE HUMAN RESOURCE DEPARTMENT.

Any equivalent combination of education, training, and experience, which provides the requisite knowledge, skills, and abilities for this job, may be substituted at the discretion of city management.

## **Performance Aptitudes**

**Physical Ability:** Tasks require the ability to exert light physical effort including, but not limited to, lifting, carrying, pushing and/or pulling, etc. of objects and materials of light to moderate weight (25 to 50 pounds). Tasks may involve extended periods of time in seated position or standing position.

**Project Management:** Tasks require the ability to schedule, coordinate, and manage various projects of varying degrees of difficulty, size and complexity.

**Equipment, Machinery, Tools, and Materials:** Tasks require the ability to operate, maneuver, and/or control the actions of equipment, machinery, tools, and/or materials, commensurate with duties of the position.

**Social and Interpersonal Communication Skills:** Position requires professional social and interpersonal communication skills, requiring significant internal and external interaction.

**Reasoning:** Position requires the ability to exercise judgment, decisiveness, and innovation in situations involving evaluation of information.