

City of Dunedin, Florida
Class Description

JOB TITLE: Park Maintenance Worker I
Parks & Recreation Department

GENERAL STATEMENT OF JOB

Under direct supervision, performs routine work in the maintenance of City parks, athletic fields and related structures and equipment. Performs special event setup as required. Reports to the Park Maintenance Crew Leader.

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

The duties recorded below are representative of the duties of the class and are not intended to cover all the duties performed by incumbents(s) of any particular position.

Performs routine groundskeeping duties, including installing sod, mowing grass, trimming trees and shrubbery, installing and maintaining landscape materials, removing weeds, edging walkways, applying mulch, removing trash and debris, etc.

Performs landscaping, groundskeeping, carpentry, masonry, plumbing and/or mechanical work and/or general manual labor as necessary to maintain Parks Division grounds, structures, equipment, and vehicles.

Prepares athletic fields for play.

Applies pesticides and herbicides according to product instructions and the direction of the Parks Spray Technician and/or Horticultural Technician.

Installs and maintains playground equipment, fencing, signs, pathways, etc.

Provides maintenance assistance during the set-up, presentation, and clean-up of special events.

Maintains assigned equipment and vehicles.

May operate heavy equipment in the performance of required tasks, including bobcats, dump trucks, tractors, stump grinders, aerial lifts, etc.

Park Maintenance Worker I, Parks & Recreation Department

May prepare and submit required records and reports.

Reports for disaster duty, as required.

May be required to work some nights, weekends, and special events as needed.

Inspects parks for safety hazards and takes corrective action.

Performs all work in compliance with established policies, procedures and standards of quality and safety.

ADDITIONAL JOB FUNCTIONS

May perform general custodial duties, including cleaning restrooms, as required.

Performs related duties, as required.

MINIMUM TRAINING AND EXPERIENCE

Requires a high school diploma or GED equivalent; one year of experience in grounds/facilities maintenance preferred.

Basic computer skills and familiarity with office technology.

An equivalent combination of training and experience which provides the required skills, knowledge and abilities may be considered.

SPECIAL REQUIREMENTS

Must possess a valid Florida driver's license.

Ability to obtain a Class B CDL with appropriate endorsements upon request.

Must obtain GI-BMP certification within one year of employment.

Must obtain First Aid/CPR certification within one year of employment.

This position is Category B for the purposes of Dunedin Emergency Management. The incumbent may be required to be onsite/available as scheduled during times of emergency as declared by the City/County Commission or City Manager.

PERFORMANCE INDICATORS

Knowledge of Job: Has knowledge of the methods, procedures and policies of the City of Dunedin as they pertain to the performance of essential duties of the Park Maintenance Worker I. Has knowledge of the laws, ordinances, standards and regulations pertaining to the specific duties and responsibilities of the position. Has knowledge of general landscaping and grounds maintenance practices, materials and equipment. Understands specific City and county ordinances as they apply to the duties and responsibilities of the position. Clearly understands any occupational hazards and adheres to all safety precautions inherent in performing the essential functions of the work. Has the ability to learn and utilize new skills and information to improve job performance and efficiency. Has the ability to speak and understand the English language.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to arrange, compare, count, differentiate, measure and/or sort data and/or information. Includes judging whether readily observable functional, structural or compositional characteristics are similar to or divergent from prescribed standards, procedures or routines. Is able to assemble information and make written reports and records in a concise, clear and effective manner.

Human Interaction: Requires the ability to comply with specific instructions or orders, and respond to simple requests from others. Is able to offer assistance to fellow employees as necessary. Knows how to maintain effective relationships with personnel of other departments, professionals and members of the public through contact and cooperation.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and control the actions of equipment, machinery, tools and/or materials used in performing essential functions. Has knowledge of general facilities maintenance practices, materials and equipment. Has skill in the care and use of required tools and equipment. Is able to make minor repairs and adjustments to equipment.

Verbal Aptitude: Requires the ability to use a variety of reference data and information.

Mathematical Aptitude: Has the mathematical ability to handle required calculations. Requires the ability to perform addition, subtraction, multiplication and division; to calculate surface areas, volumes, weights and measures.

Functional Reasoning: Requires the ability to apply principles of rational systems. Ability to interpret instructions furnished in written, oral, diagrammatic or schedule form. Ability to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives. Is able to understand and follow simple instructions and directions. Is able to read and

interpret materials pertaining to the responsibilities of the job.

Situational Reasoning: Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving a variety of generally pre-defined duties which are often characterized by frequent change. Is able to use independent judgment in performing routine tasks.

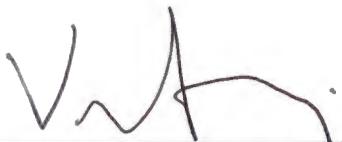
ADA COMPLIANCE

Physical Ability: Tasks involve the ability to exert very heavy physical effort in very heavy work, typically involving some combination of climbing, balancing, stooping, kneeling, crouching and some lifting, carrying, pushing and/or pulling of objects and materials of heavy weight (up to 100 pounds) and occasionally heavier items (100 pounds or over).

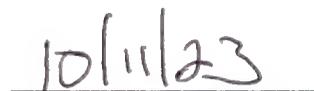
Sensory Requirements: Some tasks require visual and auditory perception and discrimination as well as oral communications ability.

Environmental Factors: Some tasks require exposure to adverse weather conditions, extreme temperatures, wetness/humidity, dirt/dust/pollen, strong odors, noise extremes, machinery hazards, toxic/poisonous agents.

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



Parks & Recreation Director



Date