



Apply to: **SUNRISE RECREATION AND PARK DISTRICT**
7801 Auburn Blvd.
Citrus Heights, CA 95610
(916) 725-1585
www.sunriseparks.com

Closing Date: Open Until Filled
Please Note: SRPD District Application
Required
Attn: Human Resources

**SUNRISE RECREATION AND PARK DISTRICT
CLASSIFICATION SPECIFICATION**

JOB TITLE: Park Maintenance Assistant – Pool and Facilities
(Hourly Intermittent)
Hourly Range: \$17.00 - \$19.50
Includes Individual High Deductible Health Plan

DIVISION: Parks & Facilities

CLASS DEFINITION:

Incumbents in this hourly/intermittent job classification assist Park Maintenance crews on Capitol Improvement and construction projects; routinely perform building and landscape maintenance activities; maintain District pools and related equipment; perform a wide variety of semi-skilled and skilled landscape, maintenance, repair, construction and crafts work required to develop and maintain District parks, buildings, and facilities; safely operate a wide variety of tools and equipment; may provide lead direction to intermittent park maintenance staff; and perform related work as required.

DISTINGUISHING CHARACTERISTICS:

The Park Maintenance Assistant is an hourly/intermittent job classification. Incumbents do not automatically advance to permanent status in the Park Maintenance Worker classification series. Dependent upon assignment, incumbents may work as a member of a park maintenance crew or independently perform work assignments. Hours of work are part-time based on the staffing needs of the Park Maintenance division. This classification is distinguished from the intermittent Park Maintenance Aide II classification in which incumbents learn and perform basic manual labor and maintenance duties to assist with the maintenance and repair of District parks and recreation facilities.

SUPERVISION RECEIVED/EXERCISED:

Receives general supervision from a Park Maintenance Worker II, Park Maintenance Supervisor or the Parks and Facilities Superintendent within a framework of well-defined policies and procedures. Incumbents in this classification may provide lead support and direction to the work of intermittent park maintenance staff.

EXAMPLE OF ESSENTIAL JOB FUNCTIONS:

Dependent upon assignment, responsibilities and duties include, but are not limited to the following:

- Maintains municipal swimming pool pumps, filters, and related equipment
- Performs semi-skilled and skilled maintenance work in a variety of trades using appropriate tools and equipment to maintain District parks, facilities, and equipment. Work includes: routine carpentry, painting, plumbing, electrical, concrete and asphalt installations and repairs; welding repairs and parts fabrication using oxy/acetylene, arc, and mig welding equipment and techniques
- Provides lead direction and training to intermittent park maintenance staff; assigns coordinates and monitors work efforts; and plans and recommends equipment and materials needed for work assignments
- Inspects playgrounds to identify safety and sanitary hazards; makes necessary repairs and/or reports existence of identified hazards and the need for more extensive repair
- Installs, maintains and repairs water lines, irrigation and sprinkler systems; and changes and adjusts heads.
- Safely loads/unloads and transports equipment on trailers from park to park; and safely operates a variety of hand and power tools and equipment around park visitors, trees, plants, park equipment and facilities and other obstacles
- Cleans graffiti and repairs damage caused by vandalism; reports identified incidents and the need for any additional repair or replacement work
- Cleans and sanitizes restroom facilities and fixtures; unclogs toilets as needed, and maintains restroom supplies
- Assists other Park Maintenance crews with Capital Improvement Projects, as assigned
- Performs other job-related duties as assigned or required

EXAMPLES OF NON-ESSENTIAL JOB FUNCTIONS:

- Assists other District staff members or work units with a variety of special projects or assignments as needed
- Provide maintenance support at facilities during special events

EMPLOYMENT STANDARDS:

Education and Experience Guidelines:

Any combination of education and experience that would provide the required knowledge and abilities is qualifying. A typical path to obtain the required knowledge and abilities would be:

- Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance
- Previous experience in construction, landscape maintenance and/or welding using arc, mig, and oxy/acetylene equipment is highly desirable

Knowledge of:

- basic methods, tools, materials and equipment used in construction, carpentry, welding, and facility and grounds maintenance
- safe work practices and operation of power tools and equipment
- good public relations etiquette

Ability to:

- work with minimal guidance and supervision
- perform heavy manual labor
- safely operate a variety of equipment for extended periods of time
- understand and implement oral and written directions
- safely operate a variety of hand and power tools
- operate a vehicle observing legal and defensive driving practices
- operate a vehicle towing a trailer following DOT guidelines for transporting equipment.
- establish and maintain effective work relationships with the general public, co-workers, and those contacted during the course of work
- perform essential duties of the job without causing harm to self or others

Licenses/Certification Required:

- Possession of a valid class C California Driver's license and a satisfactory driving record with ability to obtain a Class A California Driver's license
- Possession of, or ability to obtain, an Aquatic Facility Operator (AFO) certification is preferred when assigned to pool maintenance

WORKING CONDITIONS:

Environmental Conditions:

Essential duties of the Park Maintenance Assistant classification is primarily performed outside under varying weather conditions and require the ability to operate equipment for extended periods of time and perform duties with hands in water, on uneven and slippery surfaces, in confined spaces, around moving vehicles and equipment and on equipment with moving parts, and occasionally below ground, on ladders and/or scaffolding. Incumbents are exposed daily to extreme heat or cold, to high frequency and constant noise, dust, allergens, chemicals, solvents, fumes, smoke, gases, grease, oil and electrical energy.

Sunrise Recreation and Park District
Park Maintenance Assistant

Physical Conditions:

Essential duties of the Park Maintenance Assistant require repetitive use of feet and hands to operate vehicles, equipment and tools; to feel the attributes of objects by touch; to verbally exchange ideas and information; to hear to receive detailed verbal information and instruction; to be able to view objects within one to twenty feet and differentiate basic colors and shades of color; to maintain body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or moving surfaces; to climb, stoop, kneel, crouch, reach, stand, and walk to accomplish essential duties; to lift, carry, push, and pull a variety of equipment and objects weighing up to 60 pounds; and to have the finger dexterity and hand strength to operate and grasp tools and equipment on a daily basis.

OTHER:

FLSA STATUS: Non- Exempt

Note: The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an inclusive list of all duties, responsibilities and skills required of incumbents. In accordance with the Americans with Disability Act, reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential job functions.