

SENIOR PARK MAINTENANCE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS:

This is a skilled maintenance position that has multiple responsibilities in a park system. Depending on current needs, the incumbent may independently perform maintenance and repair activities in a small park, may act as part of a work crew on a larger project, or may fill in for a supervisor at a larger park. The work ranges from unskilled grounds maintenance to skilled work in plumbing, electrical, carpentry and other construction trades, requiring the use of tools, trucks and construction equipment. The work is performed under the general supervision of administrative staff. Supervision may be exercised over subordinate staff during specific assignments, and direction given to volunteer groups. An employee in this class may be required to work hours other than the normal work week and regularly report to different work locations.

TYPICAL WORK ACTIVITIES:

Typical work activities for incumbents in this title include those listed below in addition to those typical work activities performed by lower level titles in the series. They are indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Leads and participates in building and facility maintenance and repair activities including major renovation and construction projects requiring plumbing, carpentry, masonry, painting, roofing and other building trades skills;
2. Leads and participates in ground maintenance activities including seasonal care of trees, shrubs and flowers, ground preparation for lawn rejuvenation, planting and fertilization;
3. Leads and participates in cleaning activities including regular collection of refuse;
4. Leads and participates in the operation, maintenance and repair of motor equipment and power tools used in park maintenance, including tractors, dump trucks, front-end loaders, backhoes, rollers, mowers, chain saws and snowplows; transports equipment to service center for more involved repairs;
5. Leads and participates in the cleaning and repair of dirt and asphalt roads including trails and small bridges;
6. Leads and participates in ice and snow removal activities on roads, parking lots and walkways;
7. Patrols the park to prevent fires, hunting, vandalism and misuse of facilities;
8. Keeps simple records of work activities and maintenance work performed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of the tools, materials, practices and safety procedures used in the construction trades sufficient to lead a work group in the repair and maintenance of small to medium sized buildings and related facilities, including semi-skilled electrical and plumbing repairs;

Knowledge of the maintenance, simple repair and operation of light construction equipment (i.e., dump trucks, snow plows, front end loaders and backhoes) sufficient to carry out routine repairs and maintenance of park grounds, access roads and parking lots, facilities and buildings;

Knowledge of grounds keeping tools and practices sufficient to efficiently care for park lawns, shrubs and trees, and athletic fields;

Ability to lead work groups;

Ability to read and understand simple diagrams, schematics and manuals;

Ability to establish and maintain effective working relationships with others;

Ability to work outdoors under all weather conditions;

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FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES: (Cont'd)

Personal characteristics necessary to perform the duties of the position;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- EITHER: (A) Three (3) years of paid work experience in park maintenance, which included responsibility for building, grounds and recreational facility repair and maintenance;
- OR: (B) Three (3) years of paid work experience which primarily involved at least two of the following trades: general construction; plumbing; electrical; automotive or power equipment repair; grounds keeping;
- OR: (C) An equivalent combination of training and experience as indicated in (A) and (B) above.

SPECIAL REQUIREMENTS:

1. Possession of a valid Driver License to operate a motor vehicle in New York State at time of application and to maintain the position.
2. Incumbents must obtain certification in first-aid training within six (6) months of appointment. Such certification must remain valid to maintain position.

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ADOPTED: 01/01/99

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