



# City of Tempe

## PARKS MAINTENANCE TECHNICIAN I+

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	074	<i>Department:</i>	Community Services
<i>Supervision Level:</i>	Non-Supervisor	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Parks Maintenance Technician II+
<i>Safety Sensitive / Drug Screen:</i>	Yes	<i>Physical:</i>	Yes
Click <a href="#">here</a> for more job classification information including current salary range.			

DISTINGUISHING CHARACTERISTICS
<p>While all levels of the Parks Maintenance Technician series share the same types of duties, each level is distinguished by increasing levels of complexity, customer service, organizational knowledge, autonomy, judgment and responsibility as well as defined technical expertise.</p> <p>This class is distinguished from the Parks Maintenance Trainee by the ability to perform all routine maintenance duties independently with occasional instruction or assistance with new or unusual situations. Employees are fully aware of the operating procedures and policies of the work unit.</p>

REPORTING RELATIONSHIPS
<p>Receives direct supervision from higher supervisory or management staff. May be assigned daily oversight by a Parks Maintenance Technician II or higher.</p> <p>May provide technical and functional direction to Parks Maintenance Trainees, contracted employees or volunteers.</p>

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	One (1) year of experience in the maintenance of lawns, gardens, trees, athletic fields, golf courses or related as well as some experience operating small or medium sized equipment such as blowers, weed eaters, trimmers, power washers or mowers.
<i>Education:</i>	High school diploma, GED or equivalency.
<i>License / Certification:</i>	Possession of a valid driver's license.

ESSENTIAL JOB FUNCTIONS
<p>Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.</p>

To actively support and uphold the City's stated mission and values. To perform a variety of semi-skilled and skilled maintenance and supporting administrative activities for the City's parks, golf courses, athletic fields and cemetery.

## OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Maintain turf: Water, mow, weed, trim, aerate, renovate and fertilize turf.
- Maintain Landscape areas: Plant, water, fertilize, trim/prune landscaped areas consisting of bushes, trees, flowers, shrubs and decomposed granite.
- Maintain trees: Trim/prune, fertilize, and stake trees.
- Maintain parks equipment: Inspect playgrounds, picnic tables, barbecues, fences and other equipment and facilities; perform routine maintenance and minor repairs.
- Maintain irrigation: Design, install, troubleshoot, repair and replace irrigation systems including lines, heads, controllers and mains.
- Program and Operate stand alone and Central Controlled Automated Sprinkler control systems.
- Prepare athletic fields for sports activities; measure and lay out field lines, bases, and goal nets.
- Change golf course set up; move tee markers and cups.
- Pick up litter, including encampment debris; empty trash receptacles and transport rubbish to the local landfill.
- Maintain walks, fields, courts and other facilities free from leaves and debris.
- Perform custodial and general maintenance duties in and around restrooms, locker rooms and clubhouse as required.
- Excavate grave sites; set vaults and sectionals; mix and finish cement for burial markers.
- Set up funeral services with mortuaries; install curbing and grave markers; locate burial spaces and assist with requests by citizens.
- Mix chemicals and fertilizers according to predetermined formula and operate spray rig to apply chemicals and fertilizers to trees, shrubs, grass and flowers to control weeds, insects and plant diseases; set and monitor rodent traps.
- Drive and operate heavy equipment such as dump, water and aerial lift trucks, trenchers, front loaders, backhoes, tractor, rider mower and equipment trailers.
- Operate small and medium size equipment such as blowers, weed eaters, trimmers, edgers, chain saws, mowers, power washers, jackhammers and stump grinders.
- Clean and care for tools and equipment: perform minor repairs, report the need for major repairs, check and adjust fluid level, grease and lubricate moving parts as required; and handle and transport fuel for equipment.
- Engage with community stakeholders; respond to requests and inquiries as well as proactively communicate with patrons on ways to improve their experience.
- Coordinate event preparations with sports and other user and special event groups.
- Monitor and inspect work by outside contractors.

- Operate and maintain data in various computerized systems and accurate records of work performed and materials used.
- Recommend and assist in the development and implementation of organizational goals and objectives, and section policies and procedures.
- Plan, coordinate and oversee large maintenance projects involving staff, contracted staff and/or volunteers.
- Train, coach, mentor and provide technical/functional direction and constructive feedback to other staff, contracted employees and/or volunteers.
- Perform related duties as assigned.

## COMPETENCIES

CLASSIFICATION LEVEL	INCLUDES	COMPETENCIES
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision
<p><i>For more information about the City of Tempe's competencies for all classifications:</i>  <a href="#">City of Tempe, AZ : Competencies</a></p>		

## JOB DESCRIPTION HISTORY

*Effective November 1988*  
*Revised September 1997*  
*Revised November 2001 (range adj due to market)*  
*Revised May 2004 (created flex class)*  
*Revised July 2007 (update duties)*  
*Revised September 2007 (update duties)*  
*Revised June 2009 (updated supervision exercised & received)*  
*Revised February 2017 (updated physical/mental activities)*  
*Revised May 2018 (reclassified Groundskeeper I; created 5 level flex series)*  
*Revised March 2019 (PW Reorg – moved to Community Services)*

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

**Job Title: Parks Maintenance Technician I**

**Job Code: 074**

VEHICLE OPERATION	YES	NO
Will this position drive a City vehicle?	X	
Will this vehicle require a Commercial Drivers License?		X

	Never 0% of time	Occas. 1-35% of time	Freq. 36-65% of time	Contin. 66-100% of time
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WORK WITH OR EXPOSURE TO THE FOLLOWING				
Machinery*		X		
Electrical*			X	
Power Tools*			X	
Hand Tools*			X	
Personal Protective Equipment*	X			
Computer Software		X		
Fumes		X		
Chemicals		X		

ENVIRONMENT				
Indoors		X		
Outdoors				X
Working in or around water		X		
Extreme Heat		X		
Extreme Cold		X		
Office Setting		X		
Confined Spaces	X			
Excessive Noise**		X		
Heights		X		
Sewage Exposure	X			
Bodily Fluid Exposure		X		

ENDURANCE				
Sit		X		
Stationary / Stand		X		
Traverse / Move			X	

VISION REQUIREMENTS	YES	NO
<b>Close</b> (clear vision at 20 inches or less)	X	
<b>Distance</b> (clear vision at 20 feet or more)		X
<b>Color</b> (ability to identify and distinguish colors)	X	
<b>Depth Perception</b> (three-dimensional vision, ability to judge distances and spatial relationships)	X	
<b>Peripheral</b> (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)	X	
<b>Ability to adjust focus</b> (ability to adjust the eye to bring an object into sharp focus)	X	
<b>No Special Vision Requirements</b>		X

Maximum LIFT / CARRY	Lift	Carry	Maximum PUSH / PULL	Push	Pull
5-25lbs			5-25lbs		
26-50lbs			26-50lbs		
51-75lbs			51-75lbs		
76-100lbs	X	X	76-100lbs	X	X

MOVEMENT	YES	NO
Bend / Stoop / Twist	X	
Crouch / Squat	X	
Kneel / Crawl	X	
Above Shoulder Level	X	
Below Shoulder Level	X	
Repetitive Arm Use	X	
Repetitive Wrist Use	X	
Repetitive Hand Use	X	
Neck Range of Motion	X	
Climb Stairs / Ladders	X	
Traverse Uneven Surface	X	
Traverse Even Surface	X	

ADDITIONAL CONSIDERATIONS:
<ul style="list-style-type: none"> <li>- May require working extended hours.</li> <li>- May work alone for extended periods of time.</li> </ul>

*DEFINITIONS/EXAMPLES
<b>Machinery:</b> bucket truck, riding mowers, backhoe etc.
<b>Electrical:</b> wiring, outlets, fuses etc.
<b>Power Tools:</b> push mowers, jackhammers, drills, chainsaw etc.
<b>Hand Tools:</b> hammers, wrenches, shovels, wheel barrels, saws etc.
<b>Personal Protective Equipment:</b> respirators, Tyvek coveralls, hard hats, fall protection harness etc.

**\*\* Hearing test is required**