



City of Tempe

PARKS FACILITY MAINTENANCE WORKER I+

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	115	<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 here for more job classification information including current salary range.			

DISTINGUISHING CHARACTERISTICS
This is the entry level class in the Parks Facility Maintenance Worker series. This class is distinguished from the Parks Facility Maintenance Worker II+ by the performance of the more routine tasks and duties assigned to positions within the series including semi-skilled and skilled installation, servicing, repairing and/or maintaining City owned facilities, equipment, fixtures and grounds.

REPORTING RELATIONSHIPS
Receives direct supervision from higher supervisory or management staff.

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	Two (2) years of experience in one (1) or more specific building, electrical, or construction trades.
<i>Education:</i>	High school diploma, GED, or equivalency supplemented by specialized training in construction building or electrical trades.
<i>License / Certification:</i>	<ul style="list-style-type: none"> ● Possession of a valid driver’s license. ● Possession of or required to obtain a Department of Transportation Medical Certification within six (6) months of hire.

ESSENTIAL JOB FUNCTIONS
Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.
To actively support and uphold the City’s stated mission and values. To perform a variety of semi-skilled and skilled work in the maintenance, repair, alteration and construction of parks assets including facilities, equipment, fixtures and grounds.

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.

- Inspect, maintain and repair City park facilities, equipment and buildings by performing a variety of skilled carpentry, painting, sheet rocking, concrete/masonry, welding, plumbing and electrical repair work.
- Install, maintain and repair a variety of wood and roof coverings such as composition, rolled, shingle, thermal and clay tile.
- Construct, install, remodel and repair a variety of facility components such windows, doors and masonry; construct a variety of specialized items as required.
- Install backflow preventers.
- Repair or replace relays, heavy duty fuses, time clocks and controllers, and transformers.
- Measure, cut, thread and install electric conduits.
- Cut, weld and braze light and heavy gauge metals.
- Operate, maintain and repair a variety of mechanical tools and equipment such as power saws, power sanders, drills, paint sprayers, welders, plumbing snakes, rodders, routers, grinders, electric generators, gas, diesel and natural gas engines, and sump pumps.
- Read and interpret sketches, diagrams, drawings and blueprints.
- Repair and install electrical lighting systems and fixtures.
- Bluestake park utilities such as electrical and potable water.
- Operate specialized heavy equipment such as forklift, aerial lift and backhoe.
- Coordinate the work of contractors to ensure quality and compliance with terms of contract.
- Assist in coordinating park facility maintenance services activities with other City departments, divisions, and sections and with outside agencies.
- Initiate or assist crew with procurement of materials, supplies and equipment; reconcile procurement card monthly code invoice for payment processing.
- Utilizes computerized work order and asset management software to document repairs, preventative maintenance, and assets
- Perform related duties as assigned.

COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
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> City of Tempe, AZ : Competencies</p>		

JOB DESCRIPTION HISTORY
<p><i>Effective November 1988</i> <i>Reviewed February 1992</i> <i>Revised July 2007 (Duties)</i> <i>Revised June 2008 (Duties)</i> <i>Revised November 2016 (revise entire job description)</i> <i>Revised March 2019 (PW reorg – moved to Community Services)</i> <i>Revised September 2021 (update minimum qualifications and job duties)</i></p>

PHYSICAL DEMANDS AND WORK ENVIRONMENT

Job Title: Parks Facility Maintenance Worker I

Job Code: 115

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

	Never	Occas.	Freq.	Contin.
	0% of time	1-35% of time	36-65% of time	66-100% of time

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
Close (clear vision at 20 inches or less)	X	
Distance (clear vision at 20 feet or more)	X	
Color (ability to identify and distinguish colors)	X	
Depth Perception (three-dimensional vision, ability to judge distances and spatial relationships)	X	
Peripheral (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	
Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)	X	
No Special Vision Requirements		X

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

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"> - May require working extended hours. - May work alone for extended periods of time.

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

**** Hearing test is required**