



City of Lake Mary

Position Vacancy Announcement 16-18

POSITION TITLE: Parks Maintenance Specialist I
PAY RANGE: \$11.71 – 18.29
DEPARTMENT: Parks & Recreation

MINIMUM QUALIFICATIONS:

High school education plus one (1) year of general labor experience. **One (1) year of general landscape maintenance or installation preferred.** A combination of training and experience may qualify an applicant for consideration.

Valid Florida driver's license and acceptable driving record.

Must possess or have the ability to obtain certification in ICS 100 and ICS 700 within six (6) months of hiring.

Some knowledge of methods and procedures relative to the general operation and maintenance of sports field turf, park facilities, and building maintenance.

Knowledge of and skill in the use of common hand tools and various equipment used in park maintenance.

Ability to establish and maintain professional working relationships with the general public, fellow employees, and outside professional associates.

Ability to understand and carry out oral and written instructions and to perform a variety of semi-skilled manual tasks.

Ability to communicate effectively.

Ability to perform manual labor.

Ability to perform a variety of semi-skilled manual tasks.

Ability and skill in operating a wide range of maintenance equipment.

POSITION FUNCTION:

This is semi-skilled manual work requiring some judgment in the operation and general maintenance of park facilities owned by the City. Work is performed under the general direction of the Grounds Maintenance Crew Leader and is evaluated through observation and results achieved.

YOU MAY APPLY ON LINE AT WWW.LAKEMARYFL.COM. APPLICATIONS MAY ALSO BE OBTAINED FROM HUMAN RESOURCES, CITY OF LAKE MARY, 100 N. COUNTRY CLUB ROAD, LAKE MARY 32746 OR CONTACT (407) 585-1445. YOU MAY ALSO APPLY ON LINE AT WWW.LAKEMARYFL.COM.

The City of Lake Mary is an Equal Opportunity Employer in compliance with the laws prohibiting discrimination on the basis of race, color, sex, age, marital status, religion, national origin, disability or any other legally protected status.

The City will provide reasonable accommodations necessary to applicants with disabilities preventing them from completing a City application form. Please contact the Human Resources Manager immediately if you need a special accommodation.

The City of Lake Mary is a Drug-Free Workplace. Certain positions require pre-employment Drug Testing.

General Description:

This is semi-skilled manual work requiring some judgment in the operation and general maintenance of park facilities owned by the City. Work is performed under the general direction of the Grounds Maintenance Crew Leader and is evaluated through observation and results achieved.

Essential Job Functions:

Performs all types of manual labor related to maintenance of athletic and park facilities including roadways and grounds, equipment, and building structures.

Opens and closes assigned park facilities.

Enforces compliance of the reservation system for fields and structures within assigned park facilities.

Participates in preparation of facilities for various events.

Mows, edges, picks up trash, weeds park areas, public lawns, and rights-of-way; assists in minor irrigation repairs, and small construction projects as required.

Performs landscape operations such as planting and trimming; lays sod, mulches, spreads seed, fertilizer, and other landscape materials.

Uses small hand tools and operates turf equipment in the completion of work assigned.

Performs other related duties as required and other such work as may be assigned.

Able to work on-call and overtime when required.

In the event of an emergency, this position is considered essential and may be required to perform alternate duties.

Follows safe working practices and has a working knowledge of safety practices and procedures in accordance with the City's Safety Plan.

Other Functions (Splash Park Assignment Only):

Inspects and performs regular testing of Splash Park facilities and supporting equipment in order to identify potential operational problems and to comply with local and state health requirements.

Diagnoses operational trouble, makes repairs, adjustments and/or makes necessary calls to correct.

Assists with procurement/inventory of needed materials and supplies.

Keeps a daily record of information regarding Splash Park operations as required by the Florida Department of Health.

Follows safe working practices and has a working knowledge of safety practices and procedures in accordance with the City's Safety Plan.

NOTE: THE LISTED DUTIES ARE ONLY ILLUSTRATIVE AND ARE NOT INTENDED TO DESCRIBE EVERY FUNCTION THAT MAY BE PERFORMED BY THIS JOB CLASS. THE OMISSION OF SPECIFIC STATEMENTS DOES NOT PRECLUDE MANAGEMENT FROM ASSIGNING SPECIFIC DUTIES NOT LISTED IF SUCH DUTIES ARE A LOGICAL ASSIGNMENT TO THE POSITION.

Minimum Qualifications

Knowledge, Abilities and Skills:

- Some knowledge of methods and procedures relative to the general operation and maintenance of sports field turf, park facilities, and building maintenance.
- Knowledge of and skill in the use of common hand tools and various equipment used in park maintenance.
- Ability to establish and maintain professional working relationships with the general public, fellow employees, and outside professional associates.
- Ability to understand and carry out oral and written instructions and to perform a variety of semi-skilled manual tasks.
- Ability to communicate effectively.
- Ability to perform manual labor.
- Ability to perform a variety of semi-skilled manual tasks.
- Ability and skill in operating a wide range of maintenance equipment.

Education, Training and Experience:

- High school education plus one (1) year of general labor experience. One (1) year of general landscape maintenance or installation preferred. A combination of training and experience may qualify an applicant for consideration. Must possess or have the ability to obtain certification in ICS 100 and ICS 700 within six (6) months of hiring.

Licenses, Certifications or Registrations:

- Valid Florida driver's license with an acceptable driving record.

Essential Physical Skills:

- Acceptable eyesight (with or without correction).
- Acceptable hearing (with or without hearing aid).
- Acceptable clarity of speech (with or without reasonable accommodation).
- Ability to communicate both orally and in writing.
- Heavy (45 pounds and over) lifting and carrying.
- May be required to work wearing a respirator.
- Ability to climb and descend ladders.
- Ability to operate a variety of equipment.
- Physical requirements may vary by job site.

- Reading
- Writing
- Reaching
- Pulling
- Pushing
- Walking
- Standing
- Crawling
- Kneeling
- Bending
- Stooping
- Jumping
- Running
- Balancing
- Throwing
- Smelling
- Driving

Environmental Conditions:

- Works outside in various weather conditions.
- Moving vehicles and objects.
- Uneven and slippery terrain/surfaces.
- Exposure to traffic, high noise levels, dust, dirt, fumes, vapors, vibrations, and machinery.
- Hazardous and stressful conditions.