



City of Klamath Falls

Position Description

Position: Parks Maintenance Associate	Group: AFSCME
Department/Div.: Public Works/Parks	FLSA: Non-Exempt/Represented
Evaluated by: Parks Supervisor	Salary Grade: 110

Summary

Performs a variety of semi-skilled work in the coordination, preparation, repair, and maintenance of park grounds and sport/activity fields; installation, maintenance, and repair of sprinkler irrigation systems; maintenance of buildings; and the construction of special landscaping or public use areas.

Distinguishing Career Features

Parks Maintenance Associate requires competency in multiple areas of specialization requiring advanced training, education, and experience. Advancement in the career path is through demonstration of skills in use and maintenance of the most demanding equipment (e.g., backhoes); design and maintenance of irrigation systems; and coordination of sport/activity field preparation.

Essential Duties and Responsibilities

- Removes weeds, blows, rakes, and removes trash and debris from walkways, culverts, stairways, roadways, planters, and parking. Mows, grooms, and replants lawn areas. Fertilizes turf and various landscaped areas. Maintains in-ground drains and culverts.
- Performs routine custodial duties relating to park facilities.
- Works with Maintenance staff in varied construction and maintenance operations in the parks and recreational facilities.
- Replaces trees, ornamental plants, shrubs, ground covers, annuals, and bulbs. Stakes, prunes, thins, and transplants trees, ornamental plants, shrubs, ground covers, annuals, and bulbs.
- Maintains park buildings and structures. Prepares, repairs, or installs fencing, paving materials for pathways, retaining walls, borders, posts, slabs, drains, and culverts.
- Sets up and maintains sports/activity fields/areas and playground equipment. Maintains play areas and equipment, surfaces, and outdoor seating areas in a safe and usable condition. Mows, grooms, contours, and may paint and line public use play fields. Removes trash from receptacles, seating and grounds. Repairs seating, railing, fountains, bike racks and other fixtures.

- Operates specialized and demanding machinery to dig, excavate, contour, and construct special land uses such as sports/activity fields and pedestrian parks.
- Operates combination front loader/backhoe, trenchers, riding mowers and equivalent machinery. Inspects machinery to ensure proper servicing and safe operating condition. Operates other equipment such as jackhammers, compressors, and power hand tools.
- Installs, repairs and replaces landscape irrigation systems following and interpreting blueprints, sketches or verbal instructions. Designs and prepares plans for irrigation systems and/or makes necessary changes to locate and maintain shutoff valves, irrigation valves, electronic timers and physical layouts.
- Applies biological/organic fertilizers and herbicides to areas, as authorized. Disposes of product containers per instructions and applicable environmental regulations. Maintains up-to-date knowledge of safe herbicide applications and regulations.
- Maintains current Safety Data Sheets (SDS) for potentially hazardous materials. Maintains logs and files herbicide use reports.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

- **Knowledge and Skills**

Requires knowledge of sprinkler and irrigation system design, installation, operation, and maintenance. Requires knowledge of the operating and mechanical characteristics of a full range of grounds maintenance equipment sufficient to skillfully operate and perform routine maintenance and construction. Requires knowledge of and skill at proper and safe application of fertilizers, herbicides, and pesticides. Requires knowledge of safe lifting techniques; techniques for safe handling, storage, and disposal of hazardous materials. Requires sufficient math skills to calculate distances, proportions, and sums. Requires sufficient human relation skills to work cooperatively as part of a team to serve internal and external customers.

- **Abilities**

Requires the ability to carry out the functions of the position. Must be able to maintain lawns, sport/activity fields, gardens, and perform sidewalk/access repairs. Must be able to design, install, operate, maintain, and repair sprinkler and irrigation systems. Must be able to operate mechanical equipment safely. Requires the ability to use and operate hand tools, mechanical equipment and power tools and equipment required for the work in a safe and efficient manner. Requires the ability to maintain accurate records. Requires the ability to perform minor repair and servicing of pumps and motors used in irrigation systems and motorized equipment. Requires the ability to skillfully and safely operate grounds maintenance power equipment and hand tools. Requires the ability to work as a contributing member of a team, work productively and cooperatively with other teams and external customers, and convey a positive image of the City. Requires the ability to work varying schedules in support of projects and events. Must be able to complete required training that authorizes assigned work within a reasonable time frame.

- **Physical Abilities**

Requires the ability to stand for extended periods of time, walk up to 400 yards, and manipulate (lift, carry, move) light to heavy weights of up to 75 pounds on a regular basis. Requires the ability to push, pull, and guide materials over 75 pounds. Requires the

ability to climb (e.g., ladders), stoop, kneel, and crouch on a regular basis. Requires sufficient hand-eye coordination, hand and finger dexterity including ability to grasp, and visual acuity to operate demanding grounds equipment and read instructions and safety information. Requires auditory ability to hear machinery sounds and alarms. Requires near and far visual acuity to read printed materials and observe stationary and moving objects. Requires speaking ability to carry on ordinary conversations. Requires the ability to work in extreme temperature conditions.

- **Education and Experience**

The position typically requires a High School diploma or equivalent and a minimum of one year of experience in maintenance, construction, grounds keeping, or an equivalent combination of related training and experience.

- **Licenses and Certificates**

Ability to obtain and maintain a valid Oregon driver's license at time of appointment.

- **Working Conditions**

Work is performed indoors and outdoors where significant health and safety considerations exist from physical labor and working with machinery.

- **Pre-Employment**

Job offers for this position are contingent on the individual passing a pre-employment drug screen.

The City of Klamath Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City of Klamath Falls will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.