

City of  
**EDMONDS**  
Washington

**SR. PARKS MAINTENANCE WORKER**

<b>Department:</b>	Parks, Recreation & Cultural Services	<b>Pay Grade:</b>	H
<b>Bargaining Unit:</b>	Teamsters	<b>FLSA Status:</b>	Non-Exempt
<b>Revised Date:</b>	June 2013	<b>Reports To:</b>	Parks Maintenance Manager

**POSITION PURPOSE:** Under general supervision, performs a variety of landscape, irrigation construction and maintenance, and general facilities and grounds maintenance work for the City Parks, Recreation, and Cultural Services Department; designs, installs, maintains, repairs and upgrades irrigation systems; cleans, repairs, and maintains parks structures and facilities including the municipal pool; makes minor facility structural repairs; maintains downtown flower program; and assists with rehabilitation projects, new construction, and special events.

**ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Installs, maintains and repairs plumbing for restroom facilities including: sinks, toilets and urinals, wash stations, faucets and drinking fountains; installs.
- Tests and repairs backflow assemblies and reports results to water department annually and as needed.
- Activates, tests, repairs, and programs irrigation systems each spring; assesses performance of irrigation systems relevant to weather and use and adjusts and upgrades as needed.
- Winterizes all irrigation and outdoor plumbing.
- Plans, purchases and installs parts for new construction projects and community events and works with contractors and other city departments to complete new construction and renovation projects.
- Cleans, maintains and repairs parks and park facilities including: collecting trash, picking up litter, blowing hard surface areas, walkways, and parking areas, weeding, planting, pruning, painting, pesticide and herbicide applications, leaf removal, mowing, edging, and trimming.
- Repairs, replaces, paints or cleans park sites of vandalism damage as required.
- Provides work direction; trains and oversees seasonal staff and community service workers and assists with community special events such as: installing and removing holiday lights, 4<sup>th</sup> of July celebration, Arts Festival and Taste of Edmonds.
- Maintains downtown planting areas, hanging baskets and flower pots including: weeding, pruning, planting, and mulching.
- Propagates and grows plant materials for the flower program and organizes seedlings, plant and supply shipments.
- Maintains greenhouses, water wagon and flower program equipment.
- Researches new plant ideas in test beds and baskets; repairs, maintains and tests irrigation systems for downtown flower beds, and serves as public liaison for the flower program and responds to private citizens as well as civic organizations and volunteer programs.
- Sprays landscape areas with herbicides and pesticides as needed.

## **JOB DESCRIPTION**

### **Senior Parks Maintenance Worker**

- Operates, maintains, and makes repairs to the municipal pool; calculates proper water chemistry for safety and welfare of pool users; maintains daily records and performs off-season repairs to pool equipment and machinery.
- Maintains athletic fields in accordance with league play; repairs and refurbishes park memorial picnic tables and benches and constructs park boardwalks and bridges.
- Prepares and implements a maintenance management plan and schedule for park and city locations.
- Performs preventative maintenance and repair on equipment and playgrounds.
- Maintains records for pesticides, playground safety and produces required safety reports.
- Attends required meetings, seminars, and training sessions and assists the cemetery sexton in the preparation of graves.

#### **Required Knowledge of:**

- Landscape design and grounds maintenance procedures including: mowing, edging, raking and weeding.
- Irrigation systems design and operation.
- Tools and materials used in cultivating and maintaining landscapes and related areas.
- Operation and maintenance of hand and power tools and equipment used.
- Operations and maintenance of a municipal pool including water chemistry requirements to meet State Health Department requirements.
- Record-keeping techniques and basic report preparation.
- Proper methods associated with storing equipment and supplies.
- Cultivating, fertilizing, watering and spraying trees, shrubs, and flowers.
- Health and safety regulations.
- Federal, state, and local laws, rules, and regulations related to assigned work, including City and park rules and regulations.
- Effective oral and written communication principles and practices.
- Modern office procedures, methods, and equipment including computers, computer applications sufficient to perform work assignments.
- English usage, spelling, grammar, and punctuation.

#### **Required Skill in:**

- Performing maintenance work in the preparation and maintenance of parks grounds, trees, flower beds, shrubs, general grounds and facilities.
- Basic nursery and greenhouse operations.
- Understanding pool water chemistry requirements.
- Using reference materials and manuals in the care and maintenance of facilities and grounds equipment.
- Utilizing pesticides and other sprays in a safe and effective manner.
- Operating a variety of hand and power tools and equipment used properly and safely.
- Observing and adhering to health and safety regulations.
- Utilizing personal computer software programs and other relevant software affecting assigned work.
- Establishing and maintaining effective working relationships with staff, management, vendors, outside agencies, community groups and the general public.
- Preparing and maintaining routine records, logs, and reports.
- Communicating effectively verbally and in writing and understanding written and verbal direction.

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### **Senior Parks Maintenance Worker**

#### **MINIMUM QUALIFICATIONS:**

##### **Education and Experience:**

High School Diploma/GED Certification and three years of experience in landscape, parks or grounds maintenance and repair work with responsibility for maintaining related structure and facilities, grass, shrubs, trees, athletic fields, and flower beds, as well as the proper operation of related power equipment and tools that includes one year of experience with landscape and irrigation construction; OR an equivalent combination of education, training and experience.

##### **Required Licenses or Certifications:**

Valid State of Washington Driver's License.

CDL License Class A or B preferred.

Pesticide Applicator License (must be obtained within 1 year from the date of hire).

Flagging Card (must be obtained within one year from the date of hire).

Backflow testing license preferred.

CPR/First aid within 1 year from the date of hire.

Must be able to successfully complete and pass a background check.

Mandatory drug test on conditional job offer.

#### **WORKING CONDITIONS:**

##### **Environment:**

- Indoor and outdoor work environment.
- Driving a vehicle to conduct work.
- Regular exposure to fumes, dust and odors.
- Noise from equipment operation.

##### **Physical Abilities:**

- Hearing, speaking and otherwise communicating to exchange information in person or on the phone.
- Operating a computer keyboard and other office equipment.
- Reading and understanding a variety of materials.
- Sitting, standing, walking or otherwise positioning oneself for extended periods of time.
- Ascending/descending ladders and working from heights.
- Lifting/carrying or otherwise moving or transporting up to 50 lbs.
- Reaching overhead, above shoulders and horizontally.
- Wearing proper personal protective equipment as required by department or City policy.
- Bending, kneeling or crouching, reaching overhead, above shoulders and horizontally or otherwise positioning oneself to accomplish tasks.

##### **Hazards:**

- Working around and with sometimes noisy machinery having moving parts.
- Chemical fumes.
- Working at heights.

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**Senior Parks Maintenance Worker**

**Incumbent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Department Head:** \_\_\_\_\_

**Date:** \_\_\_\_\_