



**CITY OF WESTMORLAND
PART TIME
PARKS MAINTENANCE
JOB SPECIFICATIONS**

DEFINITION

This is a part-time, at-will, non-benefitted position. Hours are limited to 1,000 per year. Employees may be assigned to work year-round or seasonally and hours worked may vary significantly from week to week.

Under direction of the Public Works Director.

TYPICAL TASKS

- Performs general grounds maintenance within the CITY designated parks, storm water retention basins, and other CITY operated facilities.
- Perform planting, watering, cultivating and weeding, fertilizing and pruning of plants, shrubs and trees within the designated facilities.
- Perform mowing, edging, and trimming lawns; cleaning, raking grounds and painting within the designated facilities.
- Operate basic hand tools as well as powered equipment used in grounds keeping such as gasoline or electric powered mowers, edger, sweepers, hedge trimmers, trimmers, rototillers, tractors and other comparable equipment.
- Assist in the routine maintenance of such equipment.
- Inspect parks, playgrounds, pool, and recreation areas for hazards and unsafe conditions and makes necessary repairs or modifications.
- Clean swimming pool daily or as assigned.
- Coordinate the ordering of supplies and equipment as needed.
- Clean restrooms and pick up litter around parks, retention basins, swimming pool, and all other CITY facilities.
- Apply herbicides, fungicides and pesticides safely.
- Will assist with water and wastewater plant operations and maintenance as needed and instructed.
- Employee will assist the distribution and collection operators in any and all emergency situations, such as but not limited to line breaks, equipment failures and any type of labor needed to be performed.
- Perform other such duties as may be assigned.
- Maintain simple records of activities.
- May provide general assistance to special events or activities.

The aforementioned duties and responsibilities are provided examples of the type of work to be performed by the individual assigned to this position. The City reserves the right to add, modify, change, or rescind work assignments as needed.

EMPLOYMENT STANDARDS

Desirable Qualifications:

Employee is required to have a high school diploma, or equivalent. Employee must possess a valid California driver's license and be insurability.

Working Conditions:

Work will be performed both in an indoor and outdoor environment at various site locations. Work schedule may be irregular and may include weekends, some holidays and response to off-duty calls. Exposure to a variety of climatic conditions including extreme heat in summer months; dust; potentially hazardous chemicals such as pest control agents, solvents, paints and cleaning agents.

Physical Demands:

The physical demands described here are representative of those that must be performed by an employee to successfully perform the essential functions of this position. While performing the duties of this position the employee is frequently required to use hands to finger, handle, grip, grasp or feel objects, tools or controls. The employee is frequently required to reach forward, upward, and downward with hands and arms. The employee is required to listen to noises and sounds emitted by operation equipment. The employee is frequently required to drive CITY vehicles that have automatic and standard transmission. The employee is frequently required to stand on concrete, asphalt and soft soil surfaces. The employee is occasionally required to use a ladder and must maintain balance during this activity. The employee is frequently required to stoop, kneel, crouch, or crawl to perform duties. The employee must frequently lift and/or move up to 90 pounds and occasionally up to 100 pounds.