

PARK CARETAKER I/II

DEFINITION

Under general supervision, performs routine and skilled work in the care and maintenance of parks and facilities, including swimming, camping, and playground areas; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS

Park Caretaker I is the entry level class in this series. Initially under close supervision, incumbents learn and perform a variety of duties in the care and maintenance of park grounds, facilities and restrooms. This class is alternately staffed with Park Caretaker II, and incumbents may advance to the higher level after gaining one year experience and demonstrating proficiency which meet the qualifications for the higher level class.

Park Caretaker II is the journey level class in this series. Incumbents are fully competent to perform the full range of facility and grounds maintenance duties in assigned areas. This class is distinguished from Parks Supervisor which has overall supervisory responsibility for the county-wide park maintenance program.

EXAMPLES OF DUTIES (Illustrative Only)

- Maintains park grounds; prunes trees and shrubs, mows and waters lawns; clears storm damage; removes fallen trees; fills holes.
- Performs a wide variety of semi-skilled painting, plumbing, carpentry, electrical and cement work in building, repaving and maintaining park facilities and equipment.
- Patrols park and recreational areas to monitor security; locks buildings and gates.
- Provides information to park users regarding facilities, rules, natural features and local attractions.
- Inspects assigned areas; corrects or reports safety hazards; cleans and maintains grounds, playing fields, paved areas, paths, walkways and stairways; cleans, maintains and re-stocks restrooms and other park buildings; picks up trash and litter.

- Collects fees and regulates the use of parks and their facilities; advises park users of park regulations and calls for law enforcement assistance when required.
- Operates and maintains a variety of hand and power tools and equipment, including mowers, weed eaters, chainsaws, rakes, shovels, brooms and other hand and shop tools used in the building trades; operates trucks, trailers and tractors with attachments.
- Maintains an inventory of tools and supplies.
- Observes safe work methods and uses safety equipment; secures worksites from hazards as necessary; attends safety meetings.
- Responds to questions and complaints from the public; carries out assignments in a non-disruptive manner in areas receiving heavy public use.
- Prepares basic records and reports of work accomplished, vandalism, maintenance requests, incident reports, etc.

QUALIFICATIONS

NOTE: The level and scope of the knowledges and skills listed Below are related to job duties as defined under Distinguishing Characteristics.

Knowledge of:

Methods and techniques of planting, cultivating, and maintaining a variety of plants, shrubs and trees.
Soil preparation and enrichment.
Basic methods and equipment used in weed, pest and insect control and treating plant diseases.
Installation, maintenance and repair of irrigation and water systems.
Use and minor maintenance of commonly used hand and power landscaping tools and equipment.
Basic painting, plumbing, carpentry, electrical and cement work methods, tools and techniques.
Safe work methods and safety regulations pertaining to the work.

Skill in:

Using landscaping and building trades tools and equipment.
Using independent judgment and initiative in daily work activities.
Preparing brief, accurate oral and written reports of work performed.

Establishing and maintaining an effective working relationship with those encountered in the course of the work.

Other Requirements:

Must possess a valid California driver's license. Must possess sufficient strength and stamina to lift and carry equipment weighing up to 50 pounds. Must be willing to work out of doors in all weather conditions.

NOTE: Specified positions require residence in the park to which assigned, and/or may require weekend, holiday or other off-shift work.

Desirable Education and Experience:

A typical way to obtain the knowledge and skills outlined above is:

Park Caretaker I: Six months natural resources park maintenance training or experience.

Park Caretaker II: In addition to the above, two years of experience in landscape maintenance work at a level equivalent to the County's class of Park Caretaker I.