



Job Description

Department: Parks and Recreation **Classification:** Non-exempt
Job Title: Parks Mechanic
Reports to: Parks Supervisor
Date Prepared: 8/18/22

GENERAL DESCRIPTION OF DUTIES:

Performs a wide variety of work in the maintenance and repair of all types of City equipment and machinery utilized in the construction, maintenance and repair of the City parks, grounds, trails and open space. Ability to take on special park projects. Such as landscape construction, welding, fencing, irrigation and machine operation. At times will assist other departments with other duties to include mechanical repairs, snow removal, water and sewer repairs.

ORGANIZATIONAL RELATIONSHIPS:

Provides support to the Parks and Facilities Manager, Supervisors and fellow crew members of the department.

ESSENTIAL DUTIES:

The following duty statements are not intended and should not be construed to be an exhaustive list of all responsibilities, skills, efforts, or working conditions associated with this job. It is intended to be a reflection of the principle job elements essential for making compensation decisions. The City reserves the right to modify or change duties or essential functions of this job at any time.

- Serves as mechanic for all equipment owned and operated by the City of Salida, specifically the Parks and Recreation Department.
- Plans, schedules and performs maintenance and repair of all vehicles, light and heavy equipment, and various small power equipment. Maintains appropriate records
- The ability to take a lead role in special park projects. Such as but not limited to fencing, welding, landscape construction, irrigation and other specialty trades
- Responsible to inform Supervisors of possible equipment abuse or misuse.
- Responsible for the cleanliness and repair of storage and shop facilities
- Maintains an inventory of parts necessary for timely repairs.
- Operate a variety of equipment to include, but not limited to loaders, backhoes, excavators, trucks and skid steers.
- Perform various manual labor activities such as shoveling, digging, and lifting heavy objects. Perform various park landscaping duties. Trees, turf grass, etc.

- Plow snow at all hours of day and night, holidays and weekends to ensure roads, parks and trails are safe and passable
- Accurately complete daily timesheets and associated paperwork
- Greet the public using tact and professionalism
- Establish and maintain effective working relationships with employees, other agencies and general public, work cooperatively with other staff on projects
- Constructively participate in discussions, address conflict and effectively resolve most situations
- Perform other duties and special projects, as assigned

KNOWLEDGE, SKILLS AND ABILITIES:

- Working knowledge of common hazards and safety precautions necessary for parks and public works operation
- Broad knowledge of the principles, practices, and techniques used in the repair of all small, light and heavy equipment
- Ability to plan and organize the activities of shop repair
- Ability to drive a manual transmission vehicle (and must possess a valid Colorado driver's license and an acceptable motor vehicle record)
- Effective communication and teamwork skills to foster good working relationships with employees, other agencies, and the general public
- Listening and questioning skills to ensure understanding are important in performing the job competently
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- Basic computer skills and daily use of city email.
- Preference will be given to someone with a background of fabrication and metal work

EDUCATION AND EXPERIENCE:

High school education completed or in process; one to three years' work experience.

ENVIRONMENTAL AND PHYSICAL CONDITIONS:

While performing the duties of this Job, the employee is regularly exposed to outdoor weather conditions. The employee is frequently exposed to work near moving mechanical parts. The employee is occasionally exposed to wet or humid conditions (non-weather); work in high, precarious places; fumes or airborne particles; toxic or caustic chemicals and vibration.

The noise level in the work environment is usually moderate.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must regularly lift and /or move up to 50 pounds, frequently lift and/or move up to 100 pounds and occasionally lift and/or move more than 100 pounds.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus. The employee is frequently required to stand; walk; sit; climb or balance; stoop, kneel, crouch, or crawl.

PAY/SALARY RANGE:

\$50,648 to \$70,907 Annually. Hiring range up to \$57,200 Annually.

GENERAL DESCRIPTION OF BENEFITS:

The City offers a full benefits package for this position including medical/dental/vision insurance plans, 401(a) and 457 retirement plan options with employer match, Personal Time Off accrual, life insurance, short-term and long-term disability benefits, and a swim benefit at the Salida Hot Springs Aquatic Center.