



## Job Description

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**Department:** Parks and Recreation    **Status:** Full-Time Benefited and Non-Exempt

**Job Title:** Municipal Worker III - Parks

**Reports to:** Parks, Trails and Open Space Supervisor

Date job description last revised: June 2023

### **GENERAL DESCRIPTION OF DUTIES:**

Performs a wide variety of manual labor and semi-skilled work related to the operation of construction equipment, machinery and power tools utilized in the construction, maintenance and repair of the city parks, trails, open space, grounds and facilities

### **REPORTING & ORGANIZATIONAL RELATIONSHIPS:**

- Provides support to the Parks and Recreation Director, Supervisors, and fellow crew members of the department.
- Serves as a crew leader on all projects and field logistics
- Gives direction and oversight to work performed by other city staff, seasonal staff and volunteers

### **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 reflect the principal 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.

- Perform lead role in the maintenance, repairs, and improvements to city park infrastructure: Irrigation, public restrooms, picnic pavilions, playgrounds, parks, open space, trails, vehicles, equipment and other public areas and needs.
- Responsible for daily park operations and maintaining irrigation systems, turf management, landscaping, mowing, snow removal, event set up, facility maintenance, park rentals and other various maintenance requirements.
- Takes a lead role in turf maintenance program, watering schedules, mowing operations, seeding, fertilizing, top dressing, soil conditioning, pest and weed control of parks and open spaces
- Performs a lead role in all machinery operation
- Troubleshoot and repair irrigation systems
- Trim and remove trees as necessary
- Perform various manual labor activities such as shoveling, digging, and lifting heavy objects

- Perform various semi-skilled activities under the direction of a Parks and Recreation Supervisor or Manager, such as construction, remodeling, carpentry, concrete work
- Traffic Control
- Operate a variety of equipment to include loader, backhoe, excavator, skid steers, tractor and tractor attachments
- Perform basic maintenance services on all equipment or vehicles operated
- Plow snow at all hours of day and night, holidays and weekends to ensure roads, parks and trails are safe and passable
- Clean and maintain public facilities, including bathrooms
- 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
- Participate in 24/7 on-call coverage rotation and respond appropriately
- Perform other duties and special projects, as assigned

### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Working knowledge of common hazards and safety precautions necessary for parks operation
- Ability to drive a manual transmission vehicle (and must possess a valid Colorado drivers 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.
- The ability to earn and maintain parks and recreation industry standard trainings and certifications

### **EDUCATION AND EXPERIENCE**

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

### **WORKING CONDITIONS AND PHYSICAL REQUIREMENTS:**

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:**

\$46,743 to \$65,427 Annually. Hiring range up to \$56,092.

**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.