

ORANGE COUNTY CLASS SPECIFICATION

TITLE: PARK MAINTENANCE LEADER **GRADE:** 10

TITLE ABBREVIATION: PK MAINT LEADER **TITLE NO.:** 6501

JURIS CL: NC **SALARY CODE:** 01 **UNIT:** **EEO CODE:** SM **FLSA CODE:** NE

DEPARTMENT: PARKS, RECREATION & CONSERVATION **DIVISION:** MAINTENANCE

SUPERVISOR'S TITLE: ASSISTANT PARK MAINTENANCE SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: This work involves responsibility for leading and participating in the maintenance, construction, and improvement of park grounds facilities and equipment. The work is performed under the general supervision of the Assistant Park Maintenance Supervisor. Leads the work of a number of subordinate personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Leads and participates in the general repair, maintenance and remodeling of park buildings and interiors involving carpentry, painting, masonry, roofing, minor plumbing, and electrical repairs;
2. Leads and participates in the maintenance, repair and servicing of automotive and other operating equipment;
3. Leads and participates in the preparation for use and maintenance of recreational facilities;
4. Submits requisitions for needed materials, supplies and equipment, receives and stores these items;
5. Assists in the planning and direction of seasonal employees' work assignments;
6. Leads and participates in the painting, removal of trees and brush, landscaping, and snow making operations;
7. Operates and instructs others in the safe and efficient operation of automotive and motorized equipment;

8. Keeps simple records of activities;
9. Operates and instructs others in the safe and efficient operation of automotive and motorized equipment.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the practices, processes, tools and materials used in the construction and maintenance of recreational facilities including buildings, grounds and equipment; skill and aptitude as a general mechanic; ability to understand and carry out oral and written directions; ability to get along well with others; honesty; initiative; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

(A) Two (2) years of service in the United States Military with an Honorable Discharge Criteria;; OR

(B) Graduation from high school or possession of a high school equivalency diploma and three (3) years paid experience in park or grounds maintenance or construction work.

SPECIAL REQUIREMENT: Must possess at time of appointment and maintain a valid driver's license.