

CITY OF HOLTVILLE

JOB DESCRIPTION

TITLE:

PARK MAINTENANCE CREW LEADER

APPROVED:

MAY 29, 1979

DEPARTMENT:

PUBLIC WORKS

REPORTING RELATIONSHIP:
SUPERVISORS

PUBLIC WORKS MANAGER/PUBLIC WORKS

MINIMUM QUALIFICATIONS:

The employee must have all of the minimum qualifications of the Maintenance Worker I & II; in addition to which the employee must be able to operate medium tractors equipped with various powered equipment; skip loaders and backhoes; motor grader; water truck, he/she must have a valid California Driver's License. The employee must have a thorough knowledge of park sprinkler, bubbler and irrigation systems, and be capable of repairing valves, heads and pumps in these systems. The employee must be capable of maintaining time and material records for each job assigned. The employee will be required to observe and carry out all safety regulations pertaining to his/her job. The employee will be required to instruct Parks employees in proper work procedures, including operation of tools and equipment, and how to perform certain types of assigned work. The employee will be required to perform such other duties as may be assigned by competent authority.

KNOWLEDGE:

The employee must have a high school diploma or its equivalent; in addition to which the employee must have a minimum of three years gardening, landscaping and grounds keeping experience.

SUPERVISION:

The employee will be under the direct supervision of the Public Works supervisor. As a skilled worker the employee will receive minimal amount of supervision and instruction necessary to get the assigned work completed. The employee will on occasion be required to exercise a limited degree of supervision over Maintenance Workers I & II on an individual work assignment basis.

DESIRABLE QUALIFICATIONS:

It would be desirable, if the employee had some prior experience in equipment and vehicular maintenance and repair, as well as plumbing and pipefitting.