



Job Description

Department: Parks and Recreation **Classification:** Non-Exempt
Job Title: Parks and Rec. Facilities Worker I
Status: Part Time <30 hours per week (part time benefitted)
Reports to: Parks and Facilities Manager/Facilities Supervisors

Date job description last revised: Sept 2022

GENERAL DESCRIPTION OF DUTIES:

Performs a wide variety of manual labor and semi-skilled work related to the operation, maintenance and repair of the City owned facilities and related infrastructure. Provides support to the Parks and Facilities Manager, Facilities 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 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.

- Performs all duties required to maintain the City facilities including preventative maintenance, janitorial and custodial.
- Operate machinery and tools to help maintain and improve City owned or operated facilities.
- Assists Facilities and Parks personnel by performing manual labor and semi-skilled activities as needed
- Performs pool chemical tests and other related work as required.
- Required to accurately complete daily time sheets and associated paperwork.

KNOWLEDGE, SKILLS AND ABILITIES:

- Proficient use of hand tools and small motorized equipment.
- Working knowledge of common hazards and safety precautions necessary for public works operation.
- Possess valid driver's license with acceptable motor vehicle record.
- Ability to establish and maintain effective working relationships with employees, other agencies, and the general public.

EDUCATION AND EXPERIENCE:

- Completion of high school level classes.
- Working knowledge of basic plumbing and minor electrical troubleshooting.
- Possess valid driver's license with acceptable motor vehicle record.
- Experience in facility, janitorial and custodial operations.
- Pool operations experience preferred.

ENVIRONMENTAL AND PHYSICAL CONDITIONS:

While performing the duties of this job, the employee is regularly exposed to outdoor weather conditions and works in adverse 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. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is frequently required to stand; walk; sit; climb or balance; stoop, kneel, crouch, or crawl and taste or smell.

Employee must be willing to work weekend and evening hours.

GENERAL DESCRIPTION OF PART TIME BENEFITS:

The City offers a partial benefits package for this position including eligibility for dental/vision insurance plans, 457 retirement plan option, Personal Time Off accrual, life insurance, and a swim benefit at the Salida Hot Springs Aquatic Center. The City contributes \$40 per month to dental/vision and/or supplemental insurance.