

CLASS TITLE: PARKS UTILITY LEADER

PURPOSE OF THE CLASSIFICATION: Under general supervision acts as a working leadsperson in performing a variety of unskilled, semiskilled, and skilled tasks; performs as a member of a work group or oversees workers on individual job assignments engaged in planned or scheduled general maintenance or renovation activities involving City properties and facilities, and other related assigned duties.

ESSENTIAL TASKS:

- Performs leadwork and directs and participates with a group of workers involved in a wide variety of planned and scheduled maintenance and renovation activities
- Directs, and participates in, the repair and maintenance of City parks, pools, fences, playground equipment, sports fields, irrigation system and other related facilities
- Removes trash, debris and brush from facilities
- Performs special events set-up
- Directs workers in semiskilled carpentry, plumbing, asphalt, masonry and/or electrical work
- Directs movement of work materials and equipment
- Operates and directs and trains others in the use and maintenance of heavy automotive equipment and a variety of hand and power tools and equipment
- Oversees and participates in the planting, maintenance, trimming and removal of various ornamental plants, grasses, shrubs and trees
- Maintains and orders inventory
- Plans and organizes activities for work group
- Performs routine inspections
- Monitors and completes all related paperwork
- Directs application of pesticides, herbicides and watering of landscape areas
- Directs and participates in roofing, painting, floor repair and general building maintenance
- Directs cleanup of work areas and equipment upon job completion

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

QUALIFICATIONS:

Training and Experience: Graduation from high school or possession of a General Educational Development Certificate (GED), and four (4) years of progressively responsible experience, including semiskilled and skilled work in the general maintenance and renovation field with leadwork responsibility; or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128.

Knowledge, Abilities, and Skills: Considerable knowledge of manual labor work practices, methods, tools and materials of varied, semiskilled maintenance work; and considerable knowledge of the hazards and safety precautions of the work. Ability to understand and follow verbal and written instructions; ability to lead a group of workers performing manual labor for extended periods of time, in varying weather conditions; ability to use and instruct others in the use of mechanical tools and equipment; ability to operate and instruct others in the use of various types of automotive and power equipment; ability to read and interpret plans and specifications; ability to plan and oversee the work of semiskilled and skilled workers; and the ability to understand and influence the behavior of others within the organization, customers, or the public in order to achieve job objectives and cause action or understanding.

Physical Requirements: Physical requirements include frequent walking and standing; frequent lifts/carries up to 50 pounds; occasional lifts/carries up to 100 pounds; constantly lifts/carries up to 10 pounds; occasional pushing and pulling up to 60 pounds; frequent balancing, bending, kneeling, handling, smelling, twisting, reaching, crawling, feeling, and climbing; and vision, speech, and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class "A" Commercial Driver's License (CDL) with applicable endorsements; some positions within this classification may require an Oklahoma

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State Agriculture Department Certified Applicator's Permit and/or may prefer national certification as a Playground Safety Inspector.

WORKING ENVIRONMENT: Working environment is primarily outdoors and occasionally indoors, and in inclement weather. May be exposed to the following: hazardous materials, animal waste/dead animals, flammable liquids, traffic, cramped work areas, excessive dust, weather/temperature extremes, trench excavations, underground gas/electric/petroleum lines, rough terrains, cutting/chipping/grinding, hazardous/toxic atmospheres, sewage, damp/wet surfaces, snow/ice covered surfaces, animal, snake, and insect bites, poisonous plants, overhead power lines, toxic fumes/vapors/odors, confined spaces, compressed gases, high noises, oily surfaces, and refuse/garbage/litter.

Class Code: 7535

EEO Code: N-07

Pay Grade: LT-17

Group: Labor and Trades

Series: Unskilled and Semiskilled Labor

Effective date: July 09, 2012