MAINTENANCE TRAINEE / I, PARKS AND GROUNDS

DEFINITION
Under supervision of the Grounds Supervisor and under direction of the Maintenance II, Parks and Grounds lead person, incumbents in this classification work individually or as a member of a parks and grounds crew in the upkeep of City parks, medians, and satellite facilities including bus, equipment, and flora; perform related work as required.

CLASS CHARACTERISTICS

Maintenance – Trainee – Is an entry-level trainee position. Incumbents learn to perform the full scope of duties of the Maintenance – I class. This class is alternately staffed with Maintenance – I and incumbents may advance to the higher level class after gaining experience and demonstrating proficiency which meet the qualifications of the higher level class.

Maintenance – I – Is the journey-level class in the Parks and Grounds Maintenance class series. Incumbents in this class are fully competent to independently perform a variety of street maintenance duties. This class is distinguished from Maintenance – II which is the lead-level of the series, responsible for the work of a parks and grounds maintenance crew.

EXAMPLE OF DUTIES

- Inspect, clean, repair, and maintain City parks and trail system to ensure facilities are safe and usable; inspect, clean, and stock park restrooms; remove refuse from City garbage cans.
- Plant, cultivate, and provide upkeep for City landscapes and parks; mow lawns, replant vegetation, and prune trees, shrubs, and ground covers.
- Prepare and apply pesticides, growth regulators, and fertilizers; identify and appropriately label the containers when using these materials; document materials used.
- Paint, sandblast, or otherwise remove graffiti from public properties; paint interiors/exteriors.
- Attend technical and safety on-the-job training sessions; carry out what is learned in the classroom/tailgate training on the job; fill out accident reports if involved in an accident.
- Operate and maintain a variety of hand and power tools used in landscaping, carpentry, electrical, plumbing, concrete work, and welding activities.
- Operate and maintain various pieces of medium to heavy equipment including trucks, tractors, chippers, backhoes, skiploaders, mowers, sandblasters, and trailers.
Inspect irrigation systems; repair and renovate the systems by rebuilding and/or installing timers, clocks, wires, pipes, joints, valves, and heads.

Control weeds throughout the City

QUALIFICATIONS

Knowledge Of:
Common hand tools, materials, and equipment used in the maintenance of City facilities and grounds; business and shop math; safety standards and procedures; verbal and written communication methods; terminology, practices, and procedures used in facilities and grounds maintenance; basic carpentry, construction, electrical, plumbing, concrete work, and welding methods; disease and pest control of City vegetation.

Ability To:
Read technical manuals and departmental policies and procedure.
Provide the upkeep for City facilities, equipment, and flora; work independently or as a crew member.
Comprehend and follow written and verbal instructions; interpret and use rough working diagrams; read maps and blueprints.
Maintain positive contact with employees and the public.
Operate a variety of hand and power tools; operate medium to heavy equipment; work with pesticides, paints, thinners, and other substances.
Obtain and maintain appropriate California licensure for equipment operation as necessary; physically perform the duties of the job.

License
Must possess a valid California Driver’s license and have a satisfactory driving record.
A typical way to gain the above knowledge and abilities is:
One year of general landscaping, grounds, and/or building maintenance work with supplemental coursework in horticulture.