

CITY OF OVERLAND PARK POSITION DESCRIPTION

TITLE:	Parks Facilities Technician	BAND/LEVEL:	Tech I
DEPARTMENT:	Parks Services	JOB NO:	7060
DIVISION:	Parks & Forestry	DATE:	3/25/12
REPORTS TO:	Supervisor, Parks Maintenance	FLSA STATUS:	NE
FULL-TIME:xxx _____	PART-TIME: _____	TEMPORARY: _____	COST CENTER: 512

REPLACES: Parks Facilities Technician I

DATE: 9/9/2010

JOB SUMMARY STATEMENT:

Performs semi-skilled and skilled work in the maintenance, construction, and repair of park and pool facilities. Responsible for the inspection, maintenance and repair of playground equipment, shelters, athletic courts, pools, pool ladders, diving boards, guard stands, irrigation systems, and other outdoor structures. Maintains and assists in certification of backflow preventers. Troubleshoots and repairs electrical and plumbing systems and fixtures. May supervise the work of park maintenance employees as required. Assists in emergency operations, including snow removal.

DUTIES AND RESPONSIBILITIES:

1. Performs minor repairs and assists with inspections of park facilities and property including but not limited to: playgrounds, shelters, tables, cookers, trails, athletic courts, pool ladders, diving boards, guard stands, etc. Installs, maintains, troubleshoots and repairs electrical and plumbing systems and fixtures. Remodels or demolishes obsolete or irreparable park and pool facilities. Constructs, assembles and installs new facilities, including playgrounds.
2. Assists in the preparation, maintenance, and winterization of pool facilities. Paints and prepares pool surface, and performs daily routine pool maintenance. Maintains and repairs electrical hazard bonding systems. Operates and repairs Chlorinators and Automated Chemical Controllers, pumps and circulation systems.
3. Prepares, maintains, and winterizes all water systems at park and pool facilities. Connects/disconnects meters, opens/closes appropriate valving, blows lines out with air pressure, reattaches fittings, and checks for leaks.
4. Installs, maintains, and assists in the certification of backflows according to water purveyor's guidelines. Test backflows, cleans and repairs as needed. Keeps accurate records of all tests.
5. Installs, maintains, and repairs irrigation systems, display fountains and lake aeration devices. Adds new stations to existing irrigation systems. Plans and designs new systems, modifies or replaces controller, tests pressure and flow, determines volume, trenches and/or pulls new pipe, wires, and installs valves and heads. Performs routine maintenance on display fountains and electric pumps. Checks fill valves to ensure they are working correctly. Routinely backwashes filter system. Cleans and maintains lake aeration systems including compressors, coolers and diffusers.
6. Operates backhoes, skid loaders, front-end loaders, trenchers, dump trucks, cranes, and snow removal equipment as needed.
7. May supervise the work of full-time and part-time park maintenance workers as required.
8. Assists supervisor with writing bid specifications. Contacts potential bidders, attends pre-bid meeting, recommends appropriate bid, and works with supervisor to oversee completion of projects.
9. Assists supervisor with contacting and selecting contractors. Assists with supervision of contract work.
10. Designs, constructs and installs park signs.
11. Assists in emergency operations, including snow removal.

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12. The employee must work the days and hours necessary to perform all assigned responsibilities and tasks. Must be available (especially during regular business hours or shifts) to communicate with subordinates, supervisors, customers, vendors and any other persons or organization with whom interaction is required to accomplish work and employer goals.
13. The employee must be punctual and timely in meeting all requirements of performance, including, but not limited to, attendance standards and work deadlines; beginning and ending assignments on time; and scheduled work breaks, where applicable.

GENERAL QUALIFICATIONS

EDUCATION & SPECIAL LICENSE(S)/CERTIFICATIONS:

High school diploma or equivalent. Possession of a commercial driver's license, Class A with air brake and tanker endorsement or ability to obtain within 60 days from date of hire. Must maintain an insurable driving record.

Must obtain Backflow Certification, Pool Operator Certification, and Playground Safety Inspection Certification within 2 years from date of hire.

EXPERIENCE:

Two years experience in parks construction, repair and maintenance; or pool repair and maintenance to include electrical and plumbing.

SKILLS:

1. Basic math skills
2. Ability to train and supervise others
3. Mechanical aptitude
4. Good organizational skills
5. Ability to work independently
6. Good written and oral communication skills
7. Working knowledge of electrical, plumbing, and general construction repairs and installation

MENTAL REQUIREMENTS:

1. Basic knowledge of Consumer Products Safety Commission, and American Society for Testing and Materials guidelines
2. Ability to read and comprehend City, state, and federal regulations
3. Ability to read and comprehend technical/mechanical manuals
4. Ability to read and understand blueprints
5. Ability to perform electrical, plumbing, and mechanical troubleshooting
6. Ability to train and guide others
7. Mechanical aptitude.
8. Alpha/numeric recognition.
9. Ability to work on or supervise several projects at once
10. Ability to prioritize work
11. Ability to analyze safety situations
12. Ability to assess situation and make recommendations

PHYSICAL REQUIREMENTS:

1. Ability to travel and tour City facilities and parks in adverse conditions
2. Ability to traverse rough terrain
3. Ability to operate power and hand tools
4. Ability to operate City vehicles and heavy equipment
5. Exposure to extreme environmental conditions
6. Exposure to vehicle fumes and noise
7. Ability to distinguish colors
8. Ability to distinguish smells

SEE ESSENTIAL FUNCTIONS BELOW FOR ADDITIONAL PHYSICAL REQUIREMENTS

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SUPERVISORY RESPONSIBILITY (Direct & Indirect):

Indirect:

- Park Attendants
- Laborer I and II
- Temporary labors

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.

ESSENTIAL FUNCTIONS

ACTIVITY	DURATION	DESCRIPTION
Standing	Frequent	even / uneven surface
Walking	Frequent	even / uneven surface
Sitting	Occasional	misc. tasks could require sitting postures
Driving	Occasional	motor vehicle operation
Bending	Occasional	various postures required to complete requirements
Stooping	Occasional	various postures required to complete requirements
Twisting	Occasional	various postures required to complete requirements
Kneeling	Up to Frequent	various postures required to complete requirements
Squatting	Up to Frequent	various postures required to complete requirements
Crawling	Occasional	various postures required to complete requirements
Stairs	Occasional	misc. tasks require stair usage
Ladders	Occasional	misc. tasks require ladder usage

LIFTING	WEIGHT	HEIGHT	FREQUENCY	DURATION	DESCRIPTION
Chain Saw	10 lbs	Ground to Overhead	variable	occasional	one hand lift/tree pruning
Chain Saw	20 lbs	Ground to Overhead	variable	occasional	two hand lift/tree pruning
Chain Saw	32 lbs	Ground to Overhead	variable	occasional	two hand lift/tree pruning
Pole Saw	18 lbs	Ground to Overhead	variable	occasional	two hand lift/tree pruning
Water Hydrant Meter	26 lbs	Ground to Knee	variable	occasional	attaches to hydrant
Fertilizer applicator	28 lbs	Knee to Waist	variable	occasional	3 gallon sprayer
Tree Segments	up to 100 lbs	Ground to Waist	variable	occasional	cut during tree removal
Empty Garbage Barrel	53 lbs	Inches off of Ground	variable	occasional	primarily push / pull / roll
Bag/Bushel of Branches	40 lbs	Ground to Chest	variable	occasional	pruning and brush removal
Bag of Fertilizer	20 lbs	Ground to Waist	variable	occasional	on / off pallet; filling buckets
Potted Flowers	10 lbs	Ground to Waist	variable	occasional	developing planting areas
Small Potted Shrubs	25 lbs	Ground to Waist	variable	occasional	developing planting areas
Large Potted Shrubs	47 lbs	Ground to Waist	variable	occasional	developing planting areas
Small Potted Tree	78 lbs	Ground to Waist	variable	occasional	developing planting areas
Large Tree w/root ball	180 lbs	Ground to inches	variable	occasional	usually rolled on ground
Grass Seed	50 lbs	Floor to shoulder	variable	occasional	load/unload from truck
Shovels/Rakes/Tools	< 10 lbs	Ground to Shoulder	variable	occasional	misc. Utilization
Rototiller	114 lbs	Ground to Waist	variable	occasional	two person lift
Concrete	80 lbs.	Ground to Waist	variable	occasional	two hand lift
Chemical	50 lbs.	Ground to Waist	variable	occasional	two hand lift
Drum of Acid	80 lbs.	0-2 inches	variable	occasional	two hand lift
Carbite Blade	62 lbs.	0-20 inches	variable	occasional	snow preparation
Spinner	100 lbs.	0-24 inches	variable	occasional	snow preparation
Tailgate Doghouse	95 lbs.	0-61 inches	variable	occasional	snow preparation

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CARRYING	WEIGHT	DISTANCE	FREQUENCY	DURATION	DESCRIPTION
Chain Saw	10 lbs	0-30 feet	variable	occasional	one hand lift/tree pruning
Chain Saw	20 lbs	0-30 feet	variable	occasional	two hand lift/tree pruning
Chain Saw	32 lbs	0-30 feet	variable	occasional	two hand lift/tree pruning
Pole Saw	18 lbs	0-30 feet	variable	occasional	two hand lift/tree pruning
Water Hydrant Meter	26 lbs	0-10 feet	variable	occasional	attaches to hydrant
Fertilizer applicator	28 lbs	0-100 feet	variable	occasional	3 gallon sprayer
Tree Segments	up to 100 lbs	0-30 feet	variable	occasional	cut during tree removal
Bag/Bushel of Branches	40 lbs	0-30 feet	variable	occasional	pruning and brush removal
Bag of Fertilizer	20 lbs	0-5 feet	variable	occasional	on / off pallet; filling buckets
Potted Flowers	10 lbs	0-30 feet	variable	occasional	developing planting areas
Small Potted Shrubs	25 lbs	0-30 feet	variable	occasional	developing planting areas
Large Potted Shrubs	47 lbs	0-30 feet	variable	occasional	developing planting areas
Small Potted Tree	78 lbs	0-30 feet	variable	occasional	developing planting areas
Shovels/Rakes/Tools	< 10 lbs	0-30 feet	variable	occasional	misc. Utilization
Concrete	80 lbs.	0-20 feet	variable	occasional	two hand lift
Chemical	50 lbs.	0-20 feet	variable	occasional	two hand lift
Drum of Acid	80 lbs.	0-20 feet	variable	occasional	two hand lift
Carbite Blade	62 lbs.	0-10 feet	variable	occasional	snow preparation
Spinner	100 lbs.	0-50 feet	variable	occasional	snow preparation
Tailgate Doghouse	95 lbs.	0-50 feet	variable	occasional	snow preparation

PUSHING	FORCE	FRQNCY/DUR	DESCRIPTION
Branches into chipper	variable	occasional	two hand push
Dolly with 55 gal. drum	40 lbs.	occasional	two hand push
Torque required to utilize tools	variable	occasional	one or two hand requirement
Snow blade	40 lbs.	occasional	snow preparation

PULLING	FORCE	FRQNCY/DUR	DESCRIPTION
Full gravity fed hose	23 lbs	occasional	one or two hand requirement
Full pump driven hose	18 lbs	occasional	one or two hand requirement
Engine start cord	28 lbs	occasional	one or two hand requirement
Rototiller	114 lbs	occasional	one or two hand requirement
Pole Saw	27 lbs	occasional	one or two hand requirement for 20 sec vertically
Branches into chipper	variable	occasional	two hand push
Dolly with 55 gal. drum	40 lbs.	occasional	two hand push
Torque required to utilize tools	variable	occasional	one or two hand requirement
Snow blade	40 lbs.	occasional	snow preparation

REACHING	DURATION	DESCRIPTION
Above Shoulder Height	occasional	type of job / tool dependent
At Shoulder Height	occasional	type of job / tool dependent
Below Shoulder Height	frequent	type of job / tool dependent
Below Waist	frequent	type of job / tool dependent
Below Knee	frequent	type of job / tool dependent

FINE MOTOR	DURATION	DESCRIPTION
Gripping	frequent	type of job / tool dependent
Pinching	frequent	type of job / tool dependent
Wrist Flexion & Extension	frequent	type of job / tool dependent
Wrist Lateral Deviations	frequent	type of job / tool dependent
Pronation & Supination	frequent	type of job / tool dependent