

MAJOR FUNCTION

This is skilled work in which employees practice multiple craft trades to perform maintenance, construction, and repair tasks in the Construction and Maintenance Division of the Parks Recreation, and Neighborhood Affairs Department. These employees have mastered the skills necessary to perform journey level trades work and operate a variety of equipment associated with these trades. Class incumbents work as a member of a crew, serve as lead worker on designated projects and may also be given sole responsibility for specific tasks on an on-going basis. Incumbents report to a Foreman II or higher level supervisor and receive assignments in oral and written form. Work is reviewed through inspection, reports and through results obtained.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

Erects, repairs and remodels park structures (picnic shelters, dugouts, concession buildings, restrooms, show mobile, stages, props, gazebos, etc.) using concrete block masonry construction and common wood framing. Forms and pours concrete walkways, slabs, footers, retaining walls, accessibility ramps, and steps. Installs aluminum and vinyl siding and trim, hangs and finishes drywall, installs doors and windows, constructs and installs cabinets, and installs locksets and hardware. Constructs trails and trail amenities (bridge and dock pilings, footbridges, boardwalks, fixed and floating docks, retaining walls, exercise stations, fencing, bollards, and signage). Assembles and installs park benches and component playground systems. Installs electrical conduit and sports field lighting (light fixtures, ballasts, and lamps). Installs, repairs, and replaces decorative lake and pond fountains, drinking fountains, water lines, and sewer lines. Lays out and installs modular paver walkways and patios. Installs tree protection and erosion mitigation barriers, and constructs other storm water run-off control features (swales, breams, retaining ponds, etc.) As applicable, installs and replaces irrigation lines, related components and sewer pumping stations. Estimates resources required to complete assigned tasks and requests materials and specialized equipment as needed. Insures that all safety devices and equipment are properly used and or placed for the safety of workers and equipment. Operates all equipment and tools present that are incidental to performing work, such as front end loaders, backhoes, tandem dump trucks, laser levels, trenchers, bulldozer, auger, etc. Trains and coaches employees performing labor or semi-skilled tasks in work processes and procedures, as needed. Completes and maintains necessary paperwork such as productivity, payroll, leave, and material usage. Assumes sole responsibility for and completes designated tasks on an on-going basis (design and acquisition of signage, transportation of special events equipment and materials, storekeeping, equipment inventory, etc.). Performs related duties as required.

Other Important Duties

Performs routine maintenance and adjustments on assigned tools and equipment. Assists special events staff in the production, installation and take-down of special events props, lighting, stages, and infrastructure. Performs related duties as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Considerable knowledge of multiple construction trades and the methods, tools, equipment, and materials used in practicing same trades. Considerable knowledge of the standard tools and practices used in the specific operation and activity, the occupational hazards and necessary safety precautions applicable to the work. Ability to plan, train and direct workers in a manner conducive to successful work performance. Ability to establish and maintain relationships necessary for successful job performance. Ability to effectively communicate orally and in writing. Ability to understand,

transmit and carry out oral and written instructions, keep records and make reports. Ability to work from sketches, blueprints and drawings. Ability to read field notes. Ability to work during inclement and adverse weather conditions. Skill in the use and care of pertinent tools and equipment. Skill in the use of electronic information management systems used in the work area.

Minimum Training and Experience

Possession of a high school diploma or an equivalent recognized certificate and three years of experience that includes journey level maintenance, construction and repair work covering at least two of the major craft trades; or an equivalent combination of education and experience. Experience may be substituted on a year-for-year basis for the required education.

Necessary Special Requirements

At the time of appointment, must possess a valid State Commercial Driver's License (CDL) and endorsement(s) appropriate for equipment to be operated.

Established: 04-29-06
05-12-08*
02-12-11*