



MAINTENANCE TRAINEE - PARKS & GROUNDS

Bargaining Unit: SEIU Local 1021

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.

EXAMPLES OF DUTIES (illustrative only):

- 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, skidloaders, 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:

EDUCATION AND EXPERIENCE:

Any combination of education, training, and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills and abilities would be:

One year of general landscaping, grounds, and/or building maintenance work with supplemental coursework in horticulture.

KNOWLEDGE AND ABILITIES:

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 AND CERTIFICATIONS:

Possession of a valid California Driver's license and have a satisfactory driving record.

WORKING CONDITIONS, ADA AND OTHER REQUIREMENTS:

The City of Union City is an equal opportunity employer. The City of Union City will comply with its obligations under the law to provide equal employment opportunities to qualified individuals with disabilities.

Positions in this class typically require: sitting, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions.

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

Incumbents generally work in a typical office environment with adequate light and temperature.

Travel: Positions in this class may require local and statewide travel as necessary.