

PARK FIELD SUPERVISOR

Are you interested in being part of a dynamic City where you can truly make an impact? Can you lead a skilled and dedicated work crew? Then, the Community Services Department may be the place for you!



**The first review of applications:
12 Noon on March 8, 2018**

Interested candidates are encouraged to apply immediately

ABOUT US

Fremont is a well-managed and innovative city, and has recently generated national attention by placing in Money Magazine's top 50 "Best Places to Live 2016" in the country, and ranking 4th on the "Most Family Friendly" list of California cities by Estately. Located in the heart of the Bay Area and Silicon Valley, Fremont prides itself on innovation, green technology, a low crime rate, great schools, a low unemployment rate, quality parks and nearby open space, and an incredibly diverse population of over 231,664 residents. As a full service city, Fremont employs over 915 regular employees and has an annual operating budget of approximately \$190 million.

Fremont is an employer that values its people, creativity, quality service, integrity, open communication, collaboration, mutual respect, and diversity. Employees find their work challenging, yet rewarding, and most importantly, enjoy the chance to make a difference through public service. [Think Fremont!](#)

THE POSITION

As an essential member of the Community Services Department, the Park Field Supervisor supervises and participates in the activities of crews that perform maintenance, construction, and repair work of landscaped median, park, and recreation areas, and city trees. As a Park Field Supervisor, you will plan, organize, schedule, assign, evaluate, and direct the work of subordinate personnel and/or work crews.

EXAMPLES OF DUTIES

All Assignments

- Participate in the recruitment, examination and hiring process.
- Evaluate and discipline assigned staff.
- Provide technical training.
- Organize, schedule, and supervise the work of crews assigned to maintain trees, medians and backups, Central Park and Sports Complex, outlying parks or special crews.
- Maintain work records, review operations, field developments and productivity records.
- Monitor work for adherence to professional and mandated standards, completeness, accuracy and timeliness.

Trees Assignment

- Prune and trim designated street trees to shape and improve growth.
- Operate an aerial pruning platform, brush chipper, chain saw, stump grinder, leaf blower, and pole saw.
- Drive a one-ton chipper truck.

Central Parks and Sport Complex Assignment

- Maintain lawns, trees, shrubs, ground cover, picnic tables, benches, and sprinkler systems.
- Maintain and make minor repairs to playground/picnic equipment and playground/picnic areas, athletic fields, and playing courts.
- Irrigate, cultivate, prune, plant, and transplant a variety of turf, shrubs, trees and plants.
- Operate mowing equipment in parks and athletic fields.

Outlying Parks Assignment

- Maintain lawns, trees, shrubs, ground cover, picnic tables, benches, and sprinkler systems.
- Maintain and make minor repairs to playground/picnic equipment, picnic areas and athletic fields.
- Irrigate, cultivate, prune, plant and transplant a variety of turf, shrubs, trees and plants.
- Operate mowing equipment in parks and athletic fields.

Special Assignments

- Perform skilled plumbing and semi-skilled carpentry and painting.
- Maintain, repair and renovate irrigation system controllers, valves, pipes, and related components.

CANDIDATE PROFILE

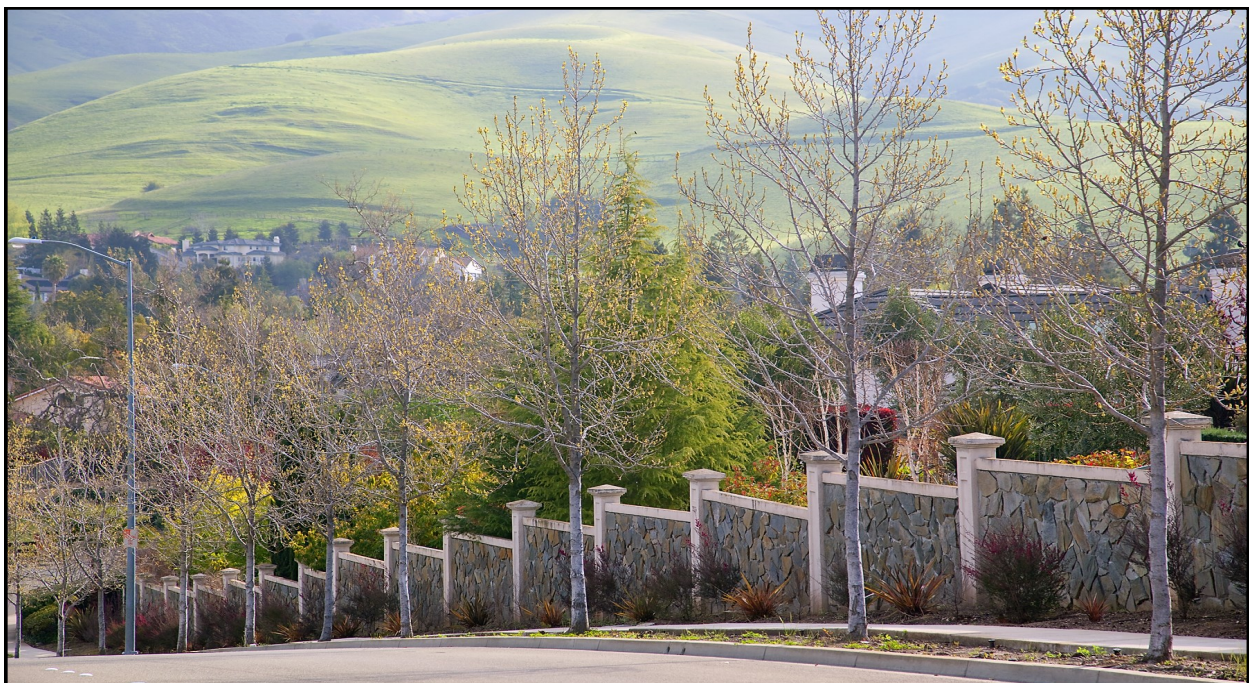
The successful candidate will have any combination of education and/or experience that has provided the knowledge, skills and abilities necessary for satisfactory job performance. A typical way to obtain the required knowledge and skills would be: Five years of journey level experience in parks, grounds, landscape maintenance and repair, including at least two years managing/leading the work of a crew.

Park maintenance work experience in a municipal organization and high school diploma or equivalent are highly desirable.

A valid Class C California Driver's License and clean driving record is required at time of hire. A current DMV driving history printout (dated within the last 30 days) must be submitted at the time of interview. A valid Class B California Driver's License must be obtained prior to completion of probation.

The ideal candidate will:

- Exhibit exceptional customer service skills.
- Possess thorough knowledge of: the methods, materials, and equipment used in gardening; common names and requirements of plants, trees and shrubs; characteristics of plant pests and disease and techniques for their control; operation of variety of grounds and park power equipment; safety practices and precautions to be used in work.
- Have the ability to: Plan, organize, supervise, and coordinate the work of assigned crews; recommend, sign and implement discipline; train subordinate staff; read and interpret plans and specifications; keep accurate material and labor cost records; prepare required work and time reports.
- Build and maintain cooperative working relationships with staff and the public.





Tentative Recruitment Schedule

First Review of Applications: 12 Noon on March 8, 2018
Oral Board Interviews: Week of 3/19 or 3/26
Dept. Interviews: to be determined

COMPENSATION & BENEFITS

The annual salary is \$75,092— \$91,279 depending on qualifications. Current benefit features include:

CalPERS Retirement Benefit*

- Classic Employees - 2.0% @ 60 benefit, 3 year final average compensation.
- New Employees - 2.0% @ 62 benefit, 3 year final average compensation.
- Required PERS contributions vary by plan. All required contributions are tax deferred.
- Cafeteria Benefits Plan for employees/dependents includes up to \$2,457 monthly to purchase medical, dental and vision plans; child care and medical expenses can be paid for with pre-tax dollars.

A complete benefits summary can be found at Fremont.gov or by using this link: [Benefits Summary](#)

This is an OE3 represented position with a probationary period of twelve (12) months.

*Refer to CalPERS web site for complete definitions of Classic and New employees: www.calpers.ca.gov

HOW TO JOIN OUR TEAM

To be considered for this position, apply online by submitting a completed City application and resume through our on line application system: [City Jobs](#)

The process may include a written and/or performance exam, individual and/or panel interviews, background investigation, fingerprint check, and/or other related components. Only those candidates who have the best combination of qualifications in relation to the requirements and duties of the position will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to participate in the process.

REASONABLE ACCOMMODATION

Human Resources will make reasonable efforts in the examination process to accommodate persons with disabilities.

Please advise Human Resources of any special needs a minimum of 5 days in advance of the selection process by calling (510) 494-4660.

The City of Fremont is an Equal Opportunity Employer.

HUMAN RESOURCES DEPARTMENT

City of Fremont

3300 Capitol Avenue, Building B

Fremont, CA 94538

Phone: (510) 494-4660



PARK FIELD SUPERVISOR - SUPPLEMENTAL QUESTIONNAIRE

GENERAL INFORMATION:

The completion of this supplemental questionnaire is required for your application to be considered for the Park Field Supervisor position, and is an integral part of the examination process.

This supplemental questionnaire will be used to assess your experience as it relates to the position of Park Field Supervisor position. Your responses will be evaluated and will assist in determining which applicants will receive further consideration in the examination process.

Your responses must be verifiable with the information on your application.

DIRECTIONS:

When you apply online you will be asked to respond to the following questions:

1. How many years of professional work experience do you have in performing maintenance, construction, and repair work of park and recreation areas?
 - None
 - Less than 1 year
 - 1 year to less than 3 years
 - 3 years to less than 5 years
 - 5 years to less than 7 years
 - 7 years to less than 9 years
 - 9 years or more

2. How many years of professional work experience do you have in supervising/leading a work crew?
 - None
 - Less than 1 year
 - 1 year to less than 2 years
 - 2 years to less than 3 years
 - 3 years to less than 4 years
 - 4 years to less than 5 years
 - 5 years or more

3. Do you possess a currently valid Class C, B or A California Driver's License?
 - Yes
 - No

4. If you answered "Yes" to the question above, which class license do you possess?
 - Class C
 - Class B
 - Class A

5. How many years of professional work experience do you have working in a park maintenance position for a city?
 - None
 - Less than 1 year
 - 1 year to less than 2 years
 - 2 years to less than 3 years
 - 3 years to less than 5 years
 - 5 years or more

6. Check any of the following certifications you currently possess.

- QAC (Qualified Applicator Certificate)
- CPSI (Certified Playground Safety Inspector) certification
- Other

7. If you checked "other" in the previous question, please list the certification(s).

8. Please list any training or college coursework you have in horticulture, arboriculture, turf management, or related fields.