

The Town of Tiburon Department of Public Works  
invites applications for the position of:

# PARKS MAINTENANCE WORKER



JOIN A TEAM OF DEDICATED  
PROFESSIONALS RESPONSIBLE  
FOR KEEPING ONE OF MARIN'S MOST  
BEAUTIFUL TOWNS OPERATING SMOOTHLY

## SALARY

\$4,527 to \$5,503 per month

## RETIREMENT

CalPERS 2% at 55, single highest year calculation for "classic" members and 2% at 62 for "new" members to the CalPERS system.

## CAFETERIA BENEFIT PLAN

The Town will provide a monthly allowance of \$1,559.72 towards medical, dental, life insurance, and long-term disability insurance. If the full amount is not used, any remaining portion up to \$400 per month shall be deposited into the Town's Deferred Compensation Plan in the employee's name. If cost of benefits exceeds allowance, the difference is paid by employee through payroll deductions.

## VACATION

12 days per year for the first five years, increasing after five years.

## SICK LEAVE

Accrue one day per month; unlimited cap.

## HOLIDAYS

12 paid holidays per year.

The Town of Tiburon is located just north of San Francisco, in Marin County, California. It is accessible by ferry from downtown San Francisco, as well as by automobile from Highway 101 and Highway 131, otherwise known as Tiburon Boulevard.

The Department of Public Works is responsible for the maintenance and improvement of all public infrastructure owned and managed by the Town of Tiburon. In addition to normal maintenance operations, we are a key agency in responding to emergencies involving our infrastructure as well as weather related events and other disasters that have the potential for adverse impacts to public health or the environment.

Parks Division employees are front line ambassadors of the town's dedication to the outdoors and are responsible for maintenance of the associated turf, landscaping, irrigation systems, pathways, play structures, benches, tables, and public restrooms in town owned parks.

Town owned parks span over 70 acres that include the Old Rail Trail, Blackie's Pasture, South Knoll Park, McKegney Green, Shoreline Park, the Downtown Plaza Area, Belveron Mini Park, Cypress Hollow Park, Zelinsky Park, Elephant Rock Pier, and numerous islands, medians, and more.

Town employees pride themselves in delivering excellent service to a civically engaged community that holds high expectations.

FIRST CONSIDERATION WILL BE GIVEN TO  
APPLICATIONS RECEIVED BY:

FEBRUARY 22, 2018 AT 5:00 PM

# PARKS MAINTENANCE WORKER

## ABOUT THE POSITION

The Town of Tiburon seeks an individual with knowledge and a background in parks, landscape, and or turf maintenance and will train the right candidate. The ability to work in small teams or independently with limited supervision is a key element of an individual's success in this role.

Experience in other construction and maintenance work is highly desirable as the Parks and Streets Divisions often work together completing larger projects throughout town. This position has extensive public contact and customer service oriented attitude and communication skills are essential.

During the winter months, employees are assigned to be on call on a rotating basis and may be called out to respond during emergencies.

## KNOWLEDGE OF:

- Safe and proper operation of power tools, mechanical equipment, and general landscape maintenance equipment including but not limited to: hand tools, mowers, tractors, chain saws, brush trimmers, hedge trimmers is required.

## ABILITY TO:

- Read and write clearly and follow instructions and directions
- Use a personal computer, digital camera, and smart phone
- Perform a variety of physically strenuous tasks as required
- Frequently lift or move to 50 pounds and up 100 pounds on occasion

## EDUCATION & EXPERIENCE:

- One year of landscaping experience
- Equivalent to graduation from high school
- Possess a valid Class C California drivers license
- Possession of a qualified pesticide applicator certificate or license is highly desirable but not required.

## TO APPLY

Apply online at [www.townoftiburon.org/jobs](http://www.townoftiburon.org/jobs) or submit a completed application package, including application, resume, and cover letter to [jobs@townoftiburon.org](mailto:jobs@townoftiburon.org) or Management Analyst, Town of Tiburon, 1505 Tiburon Blvd, Tiburon, CA 94920.

For a full class specification and description, visit [www.townoftiburon.org](http://www.townoftiburon.org)

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APPLICATIONS RECEIVED BY:

**February 22, 2018 by 5:00 PM**

*The Town of Tiburon is an equal opportunity employer*

