

## **LANDSCAPE WORKER I**

### **DEFINITION**

Under direct supervision, performs a variety of semi-skilled work in the maintenance and repair of City infrastructure, including parks, park facilities and buildings, landscaped areas, irrigation systems and controllers, trees, and medians; uses and operates a variety of manual and power tools and light to heavy power driven equipment; and performs related work as required.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives direct supervision from the Public Works Supervisor. Exercises no supervision of staff.

### **CLASS CHARACTERISTICS**

This is the entry-level class in the landscape maintenance series. Initially under close supervision, incumbents with basic maintenance experience learn City infrastructure, systems, and facilities, use of tools and equipment, and a wide variety of practices and procedures. As experience is gained, assignments become more varied and are performed with greater independence. Positions at this level usually perform most of the duties required of the positions at the II level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. Since this class is often used as a training class, employees may have only limited or no directly related work experience.

### **EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)**

*Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Performs maintenance and repair activities of City parks and related facilities to ensure safe and efficient access for the public, including parks, recreation facilities and buildings, landscaped areas, trees, and medians.
- Performs a variety of landscape construction and maintenance duties, including planting, irrigating, fertilizing, and maintaining flowers, shrubs, and trees; trimming and pruning trees in street landscaped areas; performing weed abatement using a chemical sprayer; irrigating, mowing, and fertilizing turf; removing fallen trees, stumps, fallen limbs, and related debris; raking leaves and clearing debris from walkways, fields, and other facilities; picking up trash and emptying receptacles.
- Performs a variety of duties in the maintenance and repair of irrigation systems; changes and adjust heads; maintains controllers; participates in performing irrigation system installation and maintenance projects.
- Maintains parks and landscaped areas in a clean and safe condition, including picking up trash and maintaining trash receptacles; cleaning and maintaining restrooms.
- Operates and maintains a variety of light, medium, and heavy equipment and hand and power tools related to the maintenance and repair of City parks and related facilities.
- Observes safe work methods and makes appropriate use of related safety equipment as required.

- Maintains public facilities, shop and garage areas, storage sites, and other work areas in a clean and orderly condition, including securing equipment at the close of the workday.
- Maintains accurate logs, reports, and records of work performed and materials and equipment used.
- Receives and acts upon complaints, referrals, and concerns from the public; responds to and performs work in emergency situations as required.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Basic principles, practices, tools, and materials as they relate to the landscape maintenance and repair of infrastructure and facilities similar to those in a municipal environment.
- Use and minor maintenance of hand and power tools and equipment used in landscape maintenance work.
- Safe work methods and safety practices pertaining to the work.
- Safe driving rules and practices.
- Basic computer software related to work.
- Basic principles and procedures of record keeping.
- English usage, spelling, vocabulary, grammar, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

### **Ability to:**

- Perform basic landscape maintenance and repair work.
- Safely and effectively use and operate hand tools, mechanical equipment, power tools, and light to heavy equipment required for the work.
- Perform routine equipment maintenance.
- Learn applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Maintain accurate logs, records, and basic written reports of work performed.
- Understand and follow oral and written instructions.
- Organize own work, set priorities, and meet critical time deadlines.
- Use English effectively to communicate in person, over the telephone or radio, and in writing.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

### **Education and Experience:**

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

Equivalent to the completion of the twelfth (12<sup>th</sup>) grade. One (1) year of experience in construction, maintenance, and/or repair of parks and/or related facilities is desirable.

### **Licenses and Certifications:**

- Possession of, or ability to obtain, a valid California Class B Driver's License by time of appointment.
- Possession and maintenance of Qualified Applicator certificate issued by the State of California.

### **PHYSICAL DEMANDS**

Must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work around machines, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 75 pounds, or heavier weights with the use of proper equipment.

### **ENVIRONMENTAL ELEMENTS**

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.