

LANDSCAPE SERVICES WORKER

Salary Range: 17 (Public Service Salary Schedule)

DEFINITION

Under general supervision, performs a variety of landscapes and/or recreational facility maintenance and repair work; provides maintenance support to the Landscape Services Division; and performs related work as required.

DISTINGUISHING CHARACTERISTICS

This is the journey-level class in the landscape services series that performs the full range of duties required to ensure that City landscapes, and related facilities provide the highest level of safety for public use. Responsibilities include inspecting and attending to assigned areas in a timely manner, and performing a wide variety of tasks in the construction and repair of landscapes, and community facilities, inspection of park grounds, structures and related facilities, and maintenance of sports fields. This class is distinguished from the Landscape Services Trades Worker in that the latter is responsible for technical and functional direction of subordinate landscape services staff and is capable of performing highly complex and technical duties assigned to the unit.

SUPERVISION RECEIVED AND EXERCISED

Incumbents receive general supervision from the Landscape Services Supervisor, and technical and functional direction from a Landscape Services Trades Worker, may provide training and/or technical and functional direction over assigned staff.

ESSENTIAL DUTIES, KNOWLEDGE, AND ABILITIES

Duties may include, but are not limited to the following:

- Performs a wide variety of semi-skilled tasks in the construction and repair of landscapes, and park facilities such as installing and maintaining signs, erecting safety structures (i.e., barricades), installing park structures (i.e., benches, tables, awnings), building and maintaining fences and removing and pouring concrete.
- Inspects assigned landscape areas for safety, appearance and vandalism.
- Cleans and clears landscapes, facilities, structures and playing fields of debris and potentially dangerous conditions.
- Inspects and repairs playground equipment, picnic tables, barbecues, and other related park equipment.
- Plants, mows, prunes, and maintains turf, trees, shrubs, and plants; clears sites of weeds.
- Prepares and maintains athletic fields and related facilities; grades, fills and shapes baseball diamonds.
- Performs minor maintenance and repairs on equipment of park facilities such as replacing light bulbs, repairing electrical equipment (i.e., scoreboards), and laying conduit and pulling wire.
- Safely operates and maintains landscape maintenance equipment as well as a variety of hand and power tools.

- Safely operates trucks and other automotive equipment as required.
- Safely applies pesticide, herbicide and other pest management treatments.
- Responds to emergency situations as required.
- Orders supplies and materials as needed and as directed.
- Maintains records of work performed.
- Assists in setting up City-sponsored special events.
- Assists in performing custodial duties as assigned.
- May install, maintain and repair basic irrigation systems.
- May assist in street maintenance, or other General Services projects as required.
- Performs other duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

- Practices, methods, equipment, tools and materials used in basic landscape maintenance and repair work, carpentry, painting, electrical, masonry, welding and related trades
- Standard horticultural practices including proper planting, maintenance, and control and eradication of pests and diseases
- Proper use and applications of a variety of pesticides and herbicides
- Applicable local, state and federal laws, ordinances, regulations, and guidelines relevant to assigned duties
- Occupational hazards and safety precautions of landscape maintenance and construction work
- Proper traffic control (including warning signs and cones) to provide safe passage for the traveling public through the work area as well as for the safeguard of workers
- Computer applications related to the work
- Basic record keeping principles and procedures
- Basic arithmetic
- Safe driving rules, work methods and safety practices pertaining to the work
- Basic computer applications related to work
- Proper English usage, grammar, spelling, vocabulary, and punctuation
- Techniques for providing a high level of customer service to the public and City staff, in person and over the telephone

Ability to:

- Perform maintenance, construction, modification and repair work in the area of work assigned
- Troubleshoot maintenance problems and determine materials and supplies required for repair
- Work from sketches, blueprints, and drawings
- Work cooperatively in a team environment
- Make accurate arithmetic calculations
- Maintain accurate logs, and written records of work performed

- Safely and effectively use and operate hand tools, mechanical equipment, power tools, and other equipment required for the work
- Perform routine equipment maintenance
- Safely mix and apply herbicides, insecticides and fungicides
- Follow division policies and procedures related to assigned duties
- Understand and follow oral and written instructions
- Organize own work, set priorities, and meet critical time deadlines
- Effectively communicate in person, over the telephone and in writing
- Use tact, initiative, and independent judgment within general policy, procedural, and legal guidelines
- Establish and maintain effective working relationships with those contacted in the course of work
- Meet the physical requirements necessary to safely and effectively perform the assigned duties

Minimum Qualifications

Any combination of training and experience which 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 (12th) grade and one (1) year of experience in the maintenance, modification, and repair of parks, medians, and landscaped areas.

GENERAL QUALIFICATIONS

License Requirements

- A valid California Class C driver license or higher with a satisfactory driving record is required at the time of appointment. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.
- A valid California Class A driver license with a satisfactory driving record is required within twelve (12) months of appointment.
- A Work Zone Traffic Control Safety Certificate issued by the International Municipal Signal Association (I.M.S.A.), or successful completion of the Traffic Control Technician-CA State Specific Training Course thru the American Traffic Safety Services Association is required within twelve (12) months of appointment.
- Qualified Pesticide Applicator Certificate issued by the Department of Pesticide Regulation is desirable.
- A Playground Safety Certificate is desirable.

Physical Requirements

Must possess mobility to work outdoors; strength, stamina and mobility to perform medium to heavy physical work, operate varied hand and power tools and construction equipment; vision to read printed materials and a computer screen; hearing and speech to communicate in person and over the telephone or radio; fieldwork requiring frequent walking over uneven

terrain to identify problems or hazards; finger dexterity to access, enter and retrieve data using a computer keyboard or calculator, and to operate above-mentioned tools and equipment; the ability to bend, stoop, kneel, reach, and climb to perform work and inspect work sites; lift, move, and carry materials and equipment weighing up to 50 pounds, and heavier weights with the use of proper equipment.

Working Conditions

Employees work primarily in the field and are occasionally exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confined workspaces, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public in interpreting and enforcing departmental policies and procedures. Incumbents may be required to work various shifts on evenings, weekends, and holidays. This class is subject to random drug testing in accordance with Department of Transportation guidelines.

FLSA: NE

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent. Additionally, incumbents may be required to follow any other instructions and to perform any other related duties as may be required by their supervisor.

Adopted: January 2010

Revised: January 2017