



GROUNDS FACILITIES II

**\$26.58 - \$34.56 PER HOUR
PROMOTIONAL OPPORTUNITY**

APPLICATIONS DUE BY TUESDAY OCTOBER 29TH

ALL CERTIFICATIONS AND PROOF OF COURSE WORK DUE AT THE TIME OF APPLICATION

SUMMARY: Performs semi-skilled and skilled labor including general maintenance of parks, landscape, irrigation systems, vehicles, equipment, pool, and facilities/buildings. Performs a variety of cleaning activities in District buildings and facilities; sets up rooms for meetings and special events; and performs a variety of related technical tasks as assigned. The Grounds/Facilities II position performs the routine tasks and duties including less complex and general park maintenance and repair of irrigation systems, facilities, pool, vehicles, and equipment. Incumbent may be required to work stand-by on a rotational basis and report to work on a callback basis as needed. Standby assignment is at the discretion of the Division Head. Receives day-to-day direction from Park Maintenance/Facilities Lead Worker.

ESSENTIAL JOB FUNCTIONS

- Performs general grounds and landscape maintenance functions such as mowing, edging, watering, weeding, fertilizing, sodding, raking, and cultivating; maintains flowers and shrubs; performs pesticide and herbicide spraying as assigned; ball field prep (draft and line fields); manually waters brick dust infields to provide suitable surface for play.
- Operates construction and maintenance equipment and power tools such as a dump truck, tractor, mowers, edgers, weed whips, chainsaws, pruners, and blowers; maintain hand and power tools and assigned equipment; conduct equipment inspections and perform preventive maintenance on equipment.
- Maintain the cleanliness of assigned District buildings; empty trash receptacles; dust and clean offices, clean interior and exterior windows and glass doors; disinfect and clean restroom areas; sweep, scrub, strip, wax, seal and buff floors, vacuum, and shampoo carpets.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Perform maintenance on park facilities, including touch-up painting, minor carpentry, plumbing and other repair activity.
- Operates light to medium motor-driven turf maintenance equipment, including tractors and trucks; tows equipment trailers and other related equipment used to level and prepare brick dust fields as assigned; performs minor repairs to keep equipment in running order.
- Ensure the safety of various park facilities including playgrounds, soccer fields, buildings, tennis courts and ball fields.
- Lines in-fields for play with chalk; cleans infield based pegs and attaches bases; replaces damaged based pegs, pitching rubbers and home plates; provides field safety checks and take appropriate actions to correct problems.

- Picks up litter and trash from grounds and performs other housekeeping duties including but not limited to sidewalks, parks, dugouts, and bleacher areas; inspect, maintain, and clean restrooms.
- Performs other related duties as assigned.

QUALIFICATIONS

Education and Experience: Must be 18 years of age with a high school diploma or general education degree (GED); and three (3) years related experience and/or training. Special Qualifications: Position requires above average amount of driving, therefore, must possess a valid California driver's license and maintain a clean California Department of Motor Vehicle record. Will drive a District vehicle in the course of job duties. Position may involve driving to events as a representative of the District. CPR and First Aid Certification required no later than six (6) months after employment. Successful completion of tuberculosis, drug and alcohol screening and criminal justice fingerprint clearance/background check required.

Must possess any combination of three (3) licenses/certificates, in which one certificate pertains to supervision/leadership skills, or a minimum of six (6) hours of human resources related classes with the remaining two certificates in technical skills including but not limited to the following:

- California Department of Pesticide Regulation Qualified Applicator Certificate (QAC) or Qualified Applicator License (QAL)
 - Certified Playground Safety Inspector (CPSI) certification
 - Backflow Prevention Assembly Tester (BPAT) Certification
 - State of California Class "A" commercial driver's license
 - Aquatic Facility Operator (AFO) certification
 - Certified Pool or Spa Operator (CPO) certification
 - Tree Worker or Arborist Certification by the International Society of Arboriculture (ISA)
 - Irrigation certification through the Irrigation Association, California Landscape Contractors Association or from an accredited college or university course or program.
 - o Certified Irrigation Technician (CIT)
 - o Certified Landscape Irrigation Auditor (CLIA)
 - o CLCA Water Management certification
 - o Other irrigation certifications considerations must be pre-approved by Department Head
 - Horticulture certification from National Association of Landscape Professionals (NALP), California Landscape Contractors Association (CLCA) or an accredited college or university course or program.
 - Small Engine Repair
 - Heating Ventilation and Air Conditioning (HVAC)

KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to work outdoors in inclement weather.
- Ability to perform a variety of routine tasks in the care, cleaning, and general maintenance of building, grounds, and equipment.
- Ability to follow instructions furnished in written, oral, or diagram form; read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to establish and maintain effective working relations with others.

PHYSICAL DEMANDS

The work is categorized as heavy. Additionally, the following physical abilities are required:

- Mobility: frequently required to stand, sit, twist, walk, bend; reach, push and pull with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; the possession of hand/eye coordination sufficient to operate various hand and power tools and a motor vehicle; prolonged periods of time.
- Lifting: frequently up to 50 pounds; occasionally up to 100 pounds.
- Vision: constant use of overall vision, frequent reading, and close-up work; occasional color and depth vision, close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus.
- Dexterity: frequent use of hands to finger, handle, or feel; frequent grasping, holding, and reaching.

- Hearing/Talking: frequent hearing and talking, in person and on the phone or two-way radio.
- Emotional/Psychological: frequent concentration; frequent public and/or coworker contact; occasional working alone.
- Environmental: frequent exposure to noise, exposure to potentially hazardous chemicals, heat, cold and inclement weather conditions; work around slippery or uneven surfaces, and around heavy construction equipment. WORK

ENVIRONMENT

While performing the duties of this job, the employee is occasionally exposed to the risk of electrical shock. The noise level in the work environment is usually loud. May be required to work overtime or be required to adjust schedule due to special events. Incumbent may come into contact with cleaning and lubricating chemicals, which may expose the employee to fumes, dust and air contaminants.

APPLICATION AND SELECTION PROCESS

Application forms may be obtained at the District Office at 1605 E. Burnley St., Camarillo, CA 93010 -or – at www.pvrpd.org

Application: Based on the information provided in the application documents, those candidates with the most desirable qualifications will be invited to continue in the selection process. Not all applicants meeting the minimum qualifications are guaranteed advancement through any subsequent phase of the examination. Be sure to include all pertinent information regarding your education and experience; attach additional sheets if necessary. Fill out the application completely and neatly; blank spaces may cause rejection. Falsification or omission of material fact is cause for rejection, removal from the eligibility list, or dismissal. **A District application is required.** Resumes will not be accepted in lieu of a completed application.

Appraisal Interview: A job related appraisal interview, for the top candidates, will be conducted to evaluate and compare participating candidate's knowledge, skills, and abilities in relation to those factors which job analysis has determined to be essential for successful performance of the job.

NOTE: The District does not reimburse applicants for travel, lodging, or other expenses resulting from their participation in the selection process.

Apply Immediately

E-MAIL / MAIL / DROP OFF DISTRICT APPLICATION, RESUME, AND ADDITIONAL FORMS TO:

Pleasant Valley Recreation and Park District	Phone:	805-482-1996 x113
C/o Human Resources	Fax:	805-383-0316
1605 E. Burnley Street	Email:	kdrewry@pvrpd.org
Camarillo, CA 93010	Web:	www.pvrpd.org

The successful candidate must pass a Department of Justice Live Fingerprint Scan, Background /Reference Check, Screenings for Alcohol, Drug and Tuberculosis prior to the start of employment.