

PARK MAINTENANCE ASSISTANT

DEPARTMENT: Tioga County Municipalities, Newark Valley School District
CLASSIFICATION: Non-Competitive
SALARY GRADE: Varies by location
ADOPTED: 4/15/71; Revised 5/97, 5/07, 01/20 Tioga Co. Personnel & Civil Service

DISTINGUISHING FEATURES OF THE CLASS: This is a broad class covering many types of semi-skilled and unskilled work in connection with maintenance of park grounds and equipment. An employee may independently perform semi-skilled tasks in addition to working as a manual laborer. Work is performed under the general supervision of a Park Maintenance Supervisor or designated school official. General instructions are received regarding tasks to perform, permitting some leeway for planning the details of each assignment. Supervision may be exercised over the work of laborers. Does related work as required. Ability to accommodate flexible work schedules.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Performs routine maintenance and repairs on lawn and power equipment, including mowers, pumps, sprinklers, tractors and irrigations systems;
- Plants and prunes trees, shrubs and flowers;
- Operates mowers, tractors, trucks, steam cleaners, buffers, washers and other equipment as needed.
- Carries out seeding, fertilizing, soil conditioning, watering and the pest and weed control of parks and open spaces;
- Performs semi-skilled building maintenance such as painting, plumbing and carpentry;
- Collects and disposes of solid waste from buildings and grounds;
- Assists in the construction of new parks facilities, including paving, clearing grading, drainage and foundation work;
- Prepares park facilities for various park and recreation programs;
- Performs varied park maintenance tasks;
- Collects camping fees and maintains related records.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Working knowledge of equipment, materials and supplies used in building and grounds maintenance; ability to follow simple oral and written instructions; ability to use equipment and tools properly and safely; ability to lift heavy objects, walk and stand for long periods of time, and to perform strenuous physical labor under adverse field conditions; ability to accommodate flexible work schedules; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- a. Graduation from high school or possession of a general equivalence diploma; **OR**
- b. One year of full-time experience or its part-time equivalent in repair and maintenance work.