

City of Caldwell

Class Specification

Class Title	CHEMICAL & PARK MAINTENANCE SPECIALIST
Class Code Number	
FLSA Designation	Covered
Pay Grade	Level 3
Effective Date	July 2018

General Statement of Duties

Performs tasks related to the support of park and land maintenance operations and beautification with a focus on the application of chemicals; performs related work as required.

Classification Summary

The principal function of an employee in this class is to provide support, specifically to the application of chemicals, to the maintenance and beautification of the City's right-of-way, interstate areas, cemetery, parks, and lands. The work is performed under the direct supervision of the Parks Superintendent. Direct supervision is exercised over the work of maintenance workers and seasonal employees. An employee in this class may perform duties at any City facility under the management of the Parks Superintendent as required or as assigned by supervisory personnel. The nature of the work performed requires that an employee in this class establish and maintain effective working relationships with all City employees, business owners, government agencies, vendors, and the public. The principal duties of this class are performed in an outdoor environment, which may involve adverse weather conditions and related hazards. An employee in this class may perform the assigned duties on athletic fields, City parks, golf courses, events centers or in the cemetery and related facilities. An employee in this class may perform any one or more or any additional duties as necessary.

Examples of Work (Illustrative Only)

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Plans, organizes, schedules and applies chemicals and fertilizers at City facilities and properties (i.e. right-of-ways);
- Performs and oversees chemical applications and proper use, storage and disposal of such

chemicals;

- Fills sprayer tanks with water and chemicals, according to product labels;
- Mixes pesticides, herbicides, fungicides, and fertilizers for application to trees, shrubs, lawns, or botanical crops in accordance to product label;
- Covers areas to specified depths with pesticides, applying knowledge of weather conditions, droplet sizes, elevation-to-distance ratios, and obstructions;
- Sprays fence lines, tree rings, cracks in parking lots, sidewalks and roadways, ball fields and recreational areas, and other surrounding areas;
- Performs weed control on City property and undeveloped park lands;
- Connects hoses and nozzles selected according to terrain, distribution pattern requirements, types of infestations, and velocities;
- Cleans, services and makes minor repairs to machinery to ensure operating efficiency, using water, gasoline, lubricants, and/or hand tools;
- Plants grass and over-seeds using required equipment and performs turf aeration on City properties;
- Provides support for activities related to the planning, organizing and scheduling of maintenance operations and projects;
- Makes requests for necessary purchases and reviews purchase orders for accuracy;
- Coordinates project resources, to include materials and personnel, with outside vendors;
- Ensures effectiveness and efficiency in chemical application maintenance and operations;
- Performs or instructs the minor mechanical repair of vehicles and equipment to maintain equipment in proper operating order;
- Analyzes, researches and diagnoses chemical needs and makes recommendations for proper treatments;
- Provides information, training and demonstrations concerning how to perform certain work tasks to new employees in the same or similar class of positions;
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Attends approved meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices and new developments in assigned work areas;
- Responds to citizens' questions and comments in a courteous and timely manner;
- Trains, assigns, prioritizes, and supervises the work of assigned employees;
- Communicates and coordinates with others in an effort to maximize the effectiveness and efficiency of interdepartmental operations and activities.

OTHER DUTIES AND RESPONSIBILITIES

- Performs other related duties as assigned.

Required Knowledge, Skills and Abilities

- Thorough knowledge of current and proper chemical applications;
- Thorough knowledge of current practices and procedures involved in park and land

- maintenance;
- Thorough knowledge of all safety procedures involved in park and land maintenance operations;
- Good knowledge and understanding of irrigation systems, operation and maintenance;
- Good knowledge of turf management regarding herbicides, pesticides and fertilization;
- Good knowledge of principles and processes for providing customer and personal services;
- Skill in the use of all power equipment and hand tools used in maintenance activities;
- Ability to supervise, train and coordinate the work of others;
- Ability to communicate well with others, both orally and in writing, using both technical and non-technical language;
- Ability to understand and follow oral and/or written policies, procedures and instructions;
- Ability to prepare and present accurate and reliable report findings and recommendations;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to establish and maintain effective working relationships with other City departments, employees, vendors, and the public;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Ability to perform all work duties and activities in accordance with City policies, procedures and safety practices;
- Integrity, ingenuity and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

- Graduation from high school or possession of a GED; and
- Working knowledge and understanding of chemicals and current application practices; and
- Some related parks maintenance experience including staff supervision; or
- Any equivalent combination of experience, education and training which provides the knowledge, skills and abilities necessary to perform the work.

Required Special Qualifications

- Possession of a current and valid Idaho State Driver's License; and
- Possession or the ability to obtain a pesticide applicators license issued by the State of Idaho within 60 days of employment.
- Subject to a pre-employment drug test and background check.

Physical Demands

- N (Not Applicable)** Activity is not applicable to this position.
O (Occasionally) Position requires this activity up to 30% of the time (2.5+ hours/day)
F (Frequently) Position requires this activity 30% - 60% of the time (Up to 5.5 hours/day)
C (Constantly) Position requires this activity more than 60% of the time (Over 5.5 hours/day)

Physical Demands	Lift/Carry	Hazards/Potential Exposure
<u>C</u> Stand	<u>C</u> 10 lbs or less	<u>C</u> Toxins/caustics/chemicals
<u>C</u> Walk	<u>C</u> 11 – 20 lbs	<u>C</u> Extreme conditions
<u>O</u> Sit	<u>C</u> 21 – 50 lbs	<u>C</u> Dust
<u>C</u> Manual Manipulation	<u>O</u> 51 – 100 lbs	<u>C</u> Moving mechanical parts
<u>C</u> Grasp	<u>O</u> Over 100 lbs	<u>O</u> Potential electrical shock
<u>C</u> Reach Outward		<u>C</u> High pitched noises
<u>F</u> Reach Above Shoulder	Push/Pull	<u>O</u> Blood-borne pathogens
<u>F</u> Speak	<u>C</u> 12 lbs or less	<u>O</u> Gaseous risk/fumes
<u>O</u> Climb	<u>F</u> 13 – 25 lbs	<u>O</u> Construction zone hazards
<u>O</u> Crawl	<u>O</u> 26 – 40 lbs	<u>N</u> Communicable disease
<u>C</u> Squat or Kneel	<u>O</u> 41 – 100 lbs	<u>N</u> Hot liquids/fire
<u>C</u> Bend	<u>O</u> Over 100 lbs	<u>O</u> Height & confined spaces

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to monitor the progress of work crews;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate hand and power tools;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to visit work sites throughout the City and to lift and carry a minimum of 50 pounds repetitively.

I have reviewed these job requirements and the detailed job description and verify that I can perform all essential physical abilities and physical demands of this position.

Employee Printed Name: _____

Employee Signature: _____ Date: _____

Director Approval: _____ Date: _____