

POSITION: Parks Maintenance Specialist I

Posting #: 8902-0218sr

UTAH COUNTY OFFICE OF HUMAN RESOURCES MANAGEMENT, 100 East Center, Suite 3800, Provo, UT 84606
Phone: (801) 851-8158 ♦ Fax: (801) 851-8166 ♦ Email: humanresources@UtahCounty.gov ♦ <http://www.utahcounty.gov/jobs>

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

JOB ANNOUNCEMENT

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REQUIRED ATTACHMENTS TO APPLICATION:

- Required licensure

STARTING SALARY: Step 18 – 24 - \$14.50 - \$16.65 hourly

Salary will be determined upon experience and or education

Plus benefits package - Step increase available after completing probation and annually thereafter.

OPENING DATE: February 23, 2018

CLOSING DATE: Open Until Filled

***All applications received by March 9, 2018** will be screened by the HR Office.

Those applicants meeting the specified qualifications will be referred for a hiring interview. The Human Resources Office will continue to consider qualified candidates as needed until the position is filled.

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months
For additional information see the job description at - - <http://www.utahcounty.gov/jobs>

JOB SUMMARY:

Performs a wide variety of semi-skilled and skilled maintenance, construction, and repair work in order to clean and maintain Utah County parks and parkways. Works under close to general supervision of the Parks Maintenance Supervisor in performing duties at the entry or training level or in performing routine tasks that are less complex than those performed at the full performance level.

DUTIES INCLUDE:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Clean and maintain parks, parkways, restrooms, parking lots, pavilions, picnic areas, fish cleaning stations, boat docks, and equestrian facilities; inspect for hazards and needed repairs; clean up body fluid and bio-hazard spills when necessary.

Maintain parkways, park grounds, and trails by mowing and edging lawns, raking leaves and removing trash, clippings, trimmings, and other debris; trim and cut large trees using chainsaws, pole saws, and hedgers.

Cut back brush from trails; spray trails and various park areas to control noxious weeds and undesirable vegetation; assist in controlled burns.

Assist in maintaining park sprinkler systems.

Perform snow removal services in County parks, building parking lots, and parkway trails and bridges with snow plow trucks, snow throwers, and shovels.

Haul topsoil; fill and level designated areas; install sod.

Assist in preparing facilities for scheduled events and activities; assist in opening and closing parks and associated facilities as needed.

Operate a variety of light equipment including tractors, trenchers, riding lawn mowers, fork lifts, lawn edgers, chain saws, etc.; assist in equipment maintenance, make minor repairs, and monitor and report overall equipment performance; drive or transport equipment by trailer to various job sites.

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Pressure wash picnic tables, pavilion floors, etc.; clean park restrooms including floors, mirrors, toilets, and sinks; restock toilet paper, soap, and air fresheners.

Assist with painting in county parks, parkways, and other facilities.

Assist other divisions with joint projects or as assigned.

EVALUATION AND SELECTION FACTORS INCLUDE:

Knowledge of park maintenance operations and associated tools and equipment, sprinkler systems, and general types of vegetation

Skilled in reading, writing, and basic math

Skilled in using various hand tools and operating light equipment such as those noted in the essential duties

Ability to understand and follow instructions

Ability to maintain cooperative working relationships with those contacted during the course of work activities

REQUIREMENTS FOR EMPLOYMENT:

High school diploma or equivalent

Two (2) years of work experience related to duties described above

Equivalent combinations of education and experience may also be considered

Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.

LICENSURE/CERTIFICATIONS:

Applicants must possess a current driver's license and obtain a valid State of Utah Driver's License within 60 days of employment

Selected applicants may be subject to a background check

Selected applicants must obtain certification as a Forklift Operator during the probationary period for new hires or during the trial period for county employees promoted into this classification

EXAMINATION/SELECTION PROCESS: Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Human Resource Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Human Resource Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Human Resource Department reserves the right to call only the most qualified applicants to any of the examinations.