

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

POSITION: PARKS MAINTENANCE SPECIALIST I

Posting# 8902-1214jhm

REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma to receive College credit - internet printouts & photocopies are acceptable

STARTING SALARY: Step 18, \$13.78 per hour, \$1,102.00 Bi-Weekly *(plus benefits package)
Step increase available after completing probation and annually thereafter.

OPENING DATE: November 13, 2014

CLOSING DATE: December 1, 2014

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time 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: Cleans and maintains parks, parkways, restrooms, parking lots, pavilions, picnic areas, fish cleaning stations, boat docks, and equestrian facilities; inspects for hazards and needed repairs; cleans up body fluid and bio-hazard spills when necessary. Maintains parkways, park grounds, and trails by mowing and edging lawns, raking leaves and removing trash, clippings, trimmings, and other debris; trims and cuts large trees using chainsaws, pole saws, and hedgers. Cuts back brush from trails; sprays trails and various park areas to control noxious weeds and undesirable vegetation. Assists in maintaining park sprinkler systems. Performs snow removal services in County parks, building parking lots, and parkway trails and bridges with snow plow trucks, snow throwers, and shovels. Assists in preparing facilities for scheduled events and activities; assists in opening and closing parks and associated facilities as needed. Operates a variety of light equipment including tractors, trenchers, riding lawn mowers, fork lifts, lawn edgers, chain saws, etc.; assists in equipment maintenance, makes minor repairs, and monitors and reports overall equipment performance; drives or transports equipment by trailer to various job sites. Cleans park restrooms including floors, mirrors, toilets, and sinks; restocks toilet paper, soap, and air fresheners. Assists other divisions with joint projects or as assigned.

EVALUATION AND SELECTION FACTORS INCLUDE: Basic knowledge of park maintenance operations and associated tools and equipment, sprinkler systems, and general types of vegetation. Skill in reading, writing, and basic math; using various hand tools and operating light equipment such as those noted in the essential duties.

Ability to understand and follow instructions; maintain cooperative working relationships with those contacted during the course of work activities.

REQUIREMENTS FOR EMPLOYMENT: High school diploma or equivalent and 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.

LICENSING AND CERTIFICATION: Applicant must possess a valid current driver's license and obtain a valid State of Utah Driver's License within 60 days of employment. Incumbent must obtain certification as a Forklift Operator during the probationary period for new hires or during the trial period for County employees promoted to this classification through a competitive recruitment process. County employees being reassigned, transferred, or promoted through career ladder advancement to this classification must possess said certifications and licensure upon reassignment, transfer, or career ladder advancement.

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 Personnel 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 Personnel 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 Personnel Department reserves the right to call only the most qualified applicants to any of the examinations.

