

CITY OF RICHARDSON

JOB TITLE: MAINTENANCE HELPER II

APPROVED

DEPARTMENT: Parks & Recreation

CLASS.CODE: 06008

EFFECTIVE: 09/21/06

CIVIL SERVICE: NON-CIVIL SERVICE: X

COMPETITIVE: NON-COMPETITIVE: X

EXEMPT: NON-EXEMPT: X

FULL TIME: X **PART TIME:**

JOB SUMMARY:

Under immediate supervision, perform manual labor tasks safely in all sections of the Parks Department. Perform other related work as required.

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ESSENTIAL JOB FUNCTIONS:

Work with other employees in performing manual labor various tasks required of the Park Department in a safe and acceptable manner. Lift and/or carry up to 80 pounds of soil amendments for flower bed preparation. Climb a 12-foot ladder while pruning or painting. Operate various push type or hand held power tools, including but not limited to lawnmowers, edgers, linetrimmers, rotary tillers, jackhammers, and chainsaws. Work outside in extreme weather conditions (very hot or cold), with some exposure to hazardous chemicals or fumes (using appropriate safety apparel and practices). Work in tight or enclosed areas such as trenches, using proper safety precautions. Work bent over or on knees for extended periods of time. Walk through brush or entangled areas along creeks and other areas. Works safely in close proximity to high speed vehicle traffic, such as on medians. Operate equipment such as tractors (60 h.p.) with various attachments (e.g. augers and tillers), tree spade, chippers, stump grinders, and welders. Operate large trucks (14 yard dump), other vehicles, equipment, and tools. Operate and maintain paint spraying equipment when required. Write daily work reports; follow written and oral directions in performing park maintenance tasks. Communicate courteously and effectively with othe employees, officials, and the public. Act as back-up person to Park Specialist positions. Act as crew leader when assigned. Provide support for special events.

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OTHER JOB FUNCTIONS:

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REQUIRED EDUCATION, DEGREES, CERTIFICATES, AND/OR LICENSES:

Completion of 11th grade required; High School diploma or GED preferred. Class A Texas Commercial Drivers License required ,or must acquire within 180 days of hire date.

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EXPERIENCE, TRAINING, KNOWLEDGE, AND SPILLS:

Must have knowledge to work safely with all types of equipment used in maintenance work. Experience preferred in construction, equipment operations and general maintenance, and/or experience in turf and ground maintenance or plant culture.