

Title: Operations Support Technician II
PG: 29
Status: Civil Service
Position Reports to: Designated Supervisor
Department: Various

Class Code: 8036
Date: 01/08

GENERAL DESCRIPTION OF CLASS:

This is semi-skilled work that requires knowledge of grounds maintenance. Work involves responsibility for supervising and participating in duties requiring physical exertion. Work is performed with some independence, with more unusual or difficult work being given greater direction and supervision by a foreman. Work is inspected by the supervisor while in progress and upon completion.

ESSENTIAL FUNCTIONS:

1. Supervises and participates in the work of an assigned crew in grounds maintenance and light construction work at a City park or other City-owned properties.
2. Operates equipment such as trucks, tractors, mowing equipment, front-end loaders, and backhoes in park construction and maintenance activities.
3. Mows and edges with hand and power equipment.
4. Performs the more skilled gardening and pruning work, related to turf and ball field maintenance.
5. Mixes pesticides, herbicides, and fertilizers.
6. Cleans and makes minor repairs to equipment; perform routine maintenance on grounds equipment.
7. Performs various safety inspections, as required.
8. Checks and repairs automatic and mechanical sprinkler system clocks, valves, and sprinkler heads.

ADDITIONAL RESPONSIBILITIES:

1. Performs related work as required.
2. May serve as foreman when necessary.

KNOWLEDGE, SKILLS & ABILITIES:

1. Knowledge of the tools and standard practices of labor operations.
2. Ability to lay out and supervise the work of subordinate, unskilled or semi-skilled employees performing grounds construction and maintenance tasks.
3. Ability to keep records, work from blueprints, shop drawings, and sketches.
4. Ability to understand and apply safe practices in the use of hand tools and power tools.
5. Ability to detect problems related to plant, and/or turf grass related problems.
6. Ability to perform a variety of manual tasks and make minor repairs to broken equipment.
7. Ability to perform heavy manual labor for prolonged periods, often under adverse weather conditions.
8. Ability to apply preventative maintenance and service to motor vehicles and motorized equipment and to make minor adjustments to correct performance malfunctions in the field.
9. Ability to understand and follow oral and written instructions.
10. Ability and willingness to establish and maintain effective working relationships with co-workers, other City employees and the general public.

WORKING ENVIRONMENT/CONDITIONS:

Requires heavy work that involves lifting, shoveling, walking or standing most of the time, and carrying 35-50 pounds on a regular and recurring basis along with exerting up to 100 pounds of force on a frequent basis.

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The job risks exposure to bright/dim light, wet or humid conditions, disease, pathogens, extreme noise levels, traffic, toxic/caustic chemicals, fumes, noxious odors, moving machinery, heights, dusts, pollen, extreme cold and heat

The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):

1. High school diploma or its equivalent.
2. Two (2) years of experience in general labor and grounds maintenance work, including six (6) months of supervisory experience.
3. An equivalent combination of education and experience that is determined to be directly related to the foregoing specific requirements may be substituted.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid state of Florida Class "B" Commercial driver's license with appropriate endorsements as are required by the employing department.
2. Must maintain a valid home telephone number.
3. May be required to possess a state of Florida Restricted Pesticide license.
4. May be required to pass and maintain qualification for:
 - a. Respiratory Protection Physical
 - b. Pulmonary Function
 - c. Qualitative and Quantitative Fit Test(s)
5. Must acquire Transfer Station Spotter Certification within six (6) months (Construction & Maintenance).