PARKS TRAIL MAINTENANCE WORKER (EXTRA HELP)

DEFINITION

Under direct or general supervision, performs both routine and skilled heavy, physical work in repair and maintenance to the Rubicon Trail and other trails within El Dorado County; installs Best Management Practices as designed; services portable restroom facilities; meets with volunteers and parks staff to achieve the goals of the Parks Division of the Chief Administrative Office; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives direct or general supervision from management personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

Positions in this class perform duties and responsibilities in a journey-level capacity to assist in the repair and maintenance to the Rubicon Trail and other trails within El Dorado County. Incumbents are expected to perform a wide range of general trail maintenance duties to augmenting and supporting, rather than replacing, duties of regular employees.

Appointments to this class will be temporary at will, short-term, and non-continuous; no permanent appointments will be made to this class.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

- Services portable restrooms units and removes waste from holding tanks at various work sites; restocks paper products; cleans interior and exterior of units; adds chemical odor control substance and disinfectant to holding tank.
- Transports waste by sanitation truck to septic vault on Rubicon Trail terrain.
- Installs Best Management Practices.
- Performs rock clearance, brush clearance, tree removal, and weed control work.
- Performs snow removal and ice control on trails.
- Performs seasonal inspections of trails including water depth measurement and temperature monitoring as required by easement agreements.
- Inspects vehicles and equipment, and performs minor maintenance; reports the need for major repairs and service; fuels and lubricates vehicles and related equipment; washes and cleans assigned vehicles.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Basic techniques, materials, tools, and equipment used in the maintenance and repair and of roads.
- Basic shop arithmetic.
- Safe work practices and safety regulations pertaining to the operations and transportation of equipment and vehicles.

➢ Preventive maintenance and minor repair methods related to the equipment.
➢ Guidelines for pumping portable restrooms.
➢ Best Management Practices according to the Saturated Soils Water Quality Protection Plan.
➢ Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
➢ Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
➢ Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and County staff.
➢ The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.

Ability to:

➢ Operate and maintain a variety of hand and power tools and equipment used in the work.
➢ Operate a 4-wheel drive vehicle on Rubicon Trail terrain
➢ Install trail delineators as directed
➢ Establish and maintain effective working relationships with those contacted in the course of the work. Recognize potentially hazardous conditions on the job site or with the equipment.
➢ Understand and follow oral and written instructions.
➢ Keep accurate records and preparing simple reports.
➢ Deal tactfully and effectively with persons contacted in the course of work, including those of diverse socioeconomic and cultural backgrounds.
➢ Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
➢ Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.
➢ Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
➢ Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
➢ Communicate clearly and concisely, , using appropriate English grammar and syntax.
➢ Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
➢ Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Six (6) months of experience as a laborer in construction or maintenance work.

Knowledge of the Rubicon Trail and 4-wheel drive experience is desired.

Licenses and Certifications:

➢ Possession of, or ability to obtain and maintain, a valid California or Nevada Driver's License and a satisfactory driving record.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to walk trails over rough, uneven, rocky, and steep terrain, to operate varied hand and power tools and construction equipment, and to

operate a motor vehicle while traveling on the Rubicon Trail; vision to read printed material and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds, or heavier weights with the use of proper equipment and assistance from other staff. Reasonable accommodations will be made for individuals on a case-by-case basis.

ENVIRONMENTAL CONDITIONS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, chemicals, hazardous physical substances and fumes, and hazardous machinery and power tools.