



Duty Statement

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Central	Park Maintenance Worker I	549-739-6767-002
DISTRICT/HQ SECTION	WORKING TITLE	CBID
Central Valley District	Park Maintenance Worker I	R12
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
San Joaquin Sector	Millerton Lake State Recreation Area	
STATE HOUSING (Check if applicable)		IMMEDIATE SUPERVISOR
<input type="checkbox"/> State Housing may be required.		Park Maintenance Chief I
POSITION DESCRIPTION		
<p>Under supervision of the Park Maintenance Chief I, the Park Maintenance Worker I (PMWI) will perform skilled facility maintenance, repair work, will lead and train small crews of seasonal employees and volunteer groups. This position will lead CCC crews, Inmate labor, and court referral crews. The incumbent shall be required to transport equipment per Driver’s License guidelines. The duty station and assignments for the PMW I may be rotated between the North and South Shore operations. A valid Class C Driver’s License, and weekend coverage is required for this position. The reporting location for this position will be the Maintenance Yard on the South Shore of Millerton Lake State Recreation Area, in Friant, California.</p>		
ALL EMPLOYEES ARE RESPONSIBLE FOR CONTRIBUTING TO AN INCLUSIVE, SAFE, AND SECURE WORK ENVIRONMENT THAT VALUES DIVERSE CULTURES, PERSPECTIVES, AND EXPERIENCES, AND IS FREE FROM DISCRIMINATION.		
ESSENTIAL FUNCTIONS:		
%	TASK/DUTIES	
30%	FACILITIES MAINTENANCE: Performs carpentry, electrical, plumbing, masonry and miscellaneous repairs to buildings, miscellaneous structures, sewage, and electrical systems throughout the park. Performs grounds care to care for the turf and planted areas. Mows, prunes, trims, and removes vegetation as necessary. Operates, monitors, and repairs the irrigation systems as necessary. Performs repairs to water treatment and sewage facilities in relief and assistance to the Water and Sewer Plant Supervisor. Repairs and maintains multi-use trails throughout the district. Directs and leads various crews in the repair, maintenance, and care of trails. Performs road and parking area maintenance and repairs. Performs minor equipment repairs and service and keeps equipment in good repair and condition.	
20%	FACILITIES HOUSEKEEPING: Performs and directs work that will assure a high standard of cleanliness to campsites, picnic sites, grounds, permanent and portable restrooms, offices, shop buildings, roads, parking areas and aquatic areas and facilities. Operate the sewage pumper truck.	
20%	EQUIPMENT MAINTENANCE AND OPERATION: Operates, cleans, and may perform minor service and repair on light equipment and tools. Operates vehicle and equipment for which training has been provided and/or appears on the equipment operator card.	
15%	ADMINISTRATION: Orders and purchases supplies, materials, equipment, and tools. Fills out reports and necessary paperwork. Conducts safety meetings and trains seasonal employees in safe practices. Inspects facilities for cleanliness and necessary repairs. Works in conjunction with all staff to assure the best customer service possible.	
10%	AQUATIC SERVICES: Relocates docks, ramps, buoys, and floating restrooms as water level fluctuates in the reservoir. Operates the state barge/boat in the performance of the aquatics duties.	



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MARGINAL FUNCTIONS:		
%	TASK/DUTIES	
5%	Other job-related duties as assigned and necessary for operational continuity. Attend staff meetings and trainings and prepare administrative paperwork to meet operational needs.	
TYPICAL WORKING CONDITIONS		
Work Environment: <ul style="list-style-type: none"> • Work outdoors in various types of weather; work in unpleasant conditions (e.g., bad weather, around sewage) • Work in hazardous situations (e.g., around raw sewage, chemicals) • Works at elevated heights or near fast moving machinery or traffic 		
TELEWORK DESIGNATION:		
This position is designated as not telework eligible.		
SPECIAL REQUIREMENTS:		
Duties performed may require the utilization of a 32-pound self-contained breathing apparatus. Physical Abilities: <ul style="list-style-type: none"> • Ability to perform manual labor (e.g., digging, trenching, lifting, carrying, loading) • Requires repetitive movement of heavy objects • Ability to walk across uneven terrain in both uphill and downhill conditions to perform the duties associated with the job • Stand for long periods of time (up to 2 hours) to perform the duties associated with the job Cognitive Abilities: <ul style="list-style-type: none"> • Read, write, and speak in a clear and concise manner • Develop practical solutions to problems to make sound decisions • Perform basic mathematical computations associated with assigned duties • Make sound decisions given available information and situational parameters • Skill to utilize measurements (e.g., tsp, tbs, quart) to measure, mix and apply various chemical solutions Possession of a valid Class C Driver's License is required.		
The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with the classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods, or to otherwise balance the workload.		
SUPERVISOR STATEMENT:		
I CERTIFY THIS DUTY STATEMENT REPRESENTS AN ACCURATE DESCRIPTION OF THE ESSENTIAL FUNCTIONS OF THIS POSITION. I HAVE DISCUSSED THE DUTIES OF THIS POSITION WITH THE EMPLOYEE AND PROVIDED THE EMPLOYEE WITH A COPY OF THIS DUTY STATEMENT.		
SUPERVISOR NAME (PRINT OR TYPE)	SUPERVISOR SIGNATURE	DATE
EMPLOYEE STATEMENT:		
I CERTIFY I HAVE READ, UNDERSTAND, AND CAN PERFORM THE DUTIES OF THIS POSITION EITHER WITH OR WITHOUT REASONABLE ACCOMMODATION. I HAVE DISCUSSED THESE DUTIES WITH MY SUPERVISOR AND HAVE BEEN PROVIDED A COPY OF THIS DUTY STATEMENT.		
EMPLOYEE NAME (PRINT OR TYPE)	EMPLOYEE SIGNATURE	DATE