CITY OF BELLINGHAM

JOB DESCRIPTION

JOB TITLE: Maintenance Aide II – Athletic Fields/Facilities **UNION:1937**
SG:102
CLASS TITLE: Maintenance Aide II **CS:N**
FLSA:Y
DEPARTMENT: Parks and Recreation **EEO4/SOCCODE:SM**
SEASONAL

JOB SUMMARY:

This position is a seasonal labor position. This position works in the athletic fields and facilities program. Performs work in maintenance, repair and improvement of athletic fields and facilities.

SUPERVISORY RELATIONSHIP:

This position works primarily in the athletic fields and facilities program under the supervision of the MAIII, the Park Technician – Athletic Fields/Facilities, and/or the Park Specialist – Athletic Fields/Facilities. May be assigned to work independently or as part of a crew.

ESSENTIAL FUNCTIONS OF THE JOB:

1. Works with crew or independently on assignments in a safe and efficient manner.

2. Performs daily field preparation for field activities, litter cleanup, restroom cleanup, stadium cleaning, transporting of equipment to site, as well as minor maintenance and repair of the fields, buildings, and equipment.

3. Operates equipment including chalk liners, line painters, drags, small tractors, pickup trucks, trailers, blowers, mowers, riding mowers, line trimmers, pressure washer, field sweeper and a variety of hand tools and hand power tools.

4. Sets up P.A. system and any other special requirements for events. Performs attendant duties for events at the Civic Field Complex.

5. Answers inquiries when supervisor is unavailable and informs the public of facilities use, schedules, regulations. Enforces these regulations. When needed, may request Police Department assistance for problems that cannot otherwise be resolved.

6. Performs other grounds and facilities care duties as assigned.

PERFORMANCE REQUIREMENTS (Knowledge, Skills, and Abilities):

- Willingness to adhere to Civic Field Guidelines and performance standards.
- Willingness to work a flexible schedule which may include late evenings, weekends, early mornings, and overtime as necessary.
- Ability to perform routine and repetitive activities such as field preps, sanitation duties, and extended equipment operation such as backpack blower operation.
- Excellent interpersonal skills for interaction with City staff, department staff, and the public.
- Ability to follow oral and written instructions.

- Ability to meet the physical demands of the job, including the ability to lift 50 lbs. on an occasional basis, bending, stooping, and crawling.
- Ability to plan and execute assigned work without direct supervision.
- Ability to work outdoors in all types of weather.
- Ability and willingness to demonstrate the Public Service Competencies of Service Orientation, Results Orientation, and Teamwork and Cooperation.

WORKING ENVIRONMENT:

Work is performed outdoors in all weather conditions.

EXPERIENCE AND TRAINING REQUIREMENTS:

- Previous experience in athletic field preparation required.
- Valid Washington State Driver's License with a satisfactory driving record. Must provide a three-year driver's abstract prior to hire.
- 18 yr. of age.

PREPARED BY: J. Luce
M. Gillis

REVIEWED BY: _____
Marvin Harris
Parks Operations Manager

REVISED BY: L. Hill
S. Nordeen
12/01

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Paul Leuthold, Director
Parks and Recreation