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## MAINTENANCE AIDE

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### **DEFINITION**

Under direct supervision, performs a variety of routine landscape and facilities maintenance using a variety of hand tools and equipment. This is a part-time position with statutory benefits only; position may work up to 28 hours per week, 999 hours per fiscal year.

### **SUPERVISION EXERCISED**

None

### **EXAMPLES OF DUTIES**

*Duties may include but are not limited to:*

Repair irrigation systems including irrigation valves, sprinklers and electrical lines.

Maintain turf, plants and trees by aerating, seeding, fertilizing, applying chemicals and de-thatching; abate weeds.

Pick up trash in parks and other public areas and clean public restrooms.

Power wash sidewalks and other public hardscape.

Perform related duties as assigned.

### **KNOWLEDGE, ABILITIES AND SKILLS**

Knowledge of:

Methods, techniques and equipment used in park, landscape and facilities maintenance.

Standard safety practices required in park, landscape and facilities maintenance and repair.

Supplies and equipment used in cleaning and maintaining parks and facilities.

### **ABILITY AND SKILL TO:**

Operate a variety of tools and equipment.

Respond to questions from the public and staff.

Plan and organize work to meet schedules and timelines.

Communicate clearly both orally and in writing.

Perform duties of an emergency worker in the event of a natural or other disaster.

### **QUALIFICATIONS**

*Any combination of education and experience that would provide the required knowledge, abilities and skills is qualifying. A typical way to obtain the qualifications would be:*

High School graduation and some general maintenance experience.

### **LICENSE OR CERTIFICATE**

Possession of a valid Class C California Driver's License and a good driving record.

### **ESSENTIAL JOB FUNCTIONS/A.D.A.**

Ability to operate, telephone, portable radio and light and equipment used in maintenance operations

Ability to understand and respond to the public's and staff's requests for assistance both on the phone and in person

Ability to sit, stand and walk for two hours at a time

Ability to lift up to 90 pounds

Ability to get from one location to another in the course of doing business

Ability to work outdoors in all weather conditions including hot with sun exposure, cold and wet

