



ARAPAHOE COUNTY
 Department of Human Resources
 5334 S. Prince Street
 Littleton, CO 80120

<http://agency.governmentjobs.com/arapahoe/default.cfm>

Invites Applications for the Position of:

OPEN SPACES MAINTENANCE TECHNICIAN - SEASONAL

An Equal Opportunity Employer

SALARY

\$14.00 - \$14.00 Hourly

DEADLINE

Continuous

DESCRIPTION

Arapahoe County's Open Spaces Department is seeking a Maintenance Technician - Temporary to perform a wide variety of duties providing maintenance and stewardship for Arapahoe County's Open Spaces including landscaped areas, trails, fences, trail heads, parking areas, and ensuring that safety concerns are immediately addressed.

This is a perfect job for people who have the summer off from school or teaching, or are thinking about going into forestry, parks maintenance, landscape management or natural resources conservation.

If you are a hard worker with some background in park, open space, trail or landscape maintenance and your dream is to work outside enhancing the environment for the citizens of Arapahoe County, we are looking for you!

NOTE:

- **The anticipated start date for this position is May 18, 2020.**
- **The anticipated end date for this position is August 21, 2020.**
- **The hiring range for this position is \$14.00 hourly.**
- **This position will work out of the Open Spaces Maintenance Shop located at 25508 E. Quincy Avenue, Aurora, CO 80016 and will travel to work assignments.**

DUTIES

The following duty statements are illustrative of the essential functions of the job and do not include other nonessential or marginal duties that may be required. The County reserves the right to modify or change the duties or essential functions of the job at any time.

- Performs maintenance, repair and landscaping duties on County parks, open space, trails, sports fields, fairgrounds and other related facilities.
- Performs a variety of duties in the maintenance and stewardship of landscaped areas and open space. Consisting of shrubs, trees, native plants, and grass; water, mow, weed, trim, renovate, and fertilize these areas; clear debris from walks, fields, trails, shelters and other facilities.
- Install, repair, and inspect playground equipment, fences and other related equipment and facilities.
- Maintain landscaped areas; oversee and participate in applying fertilizers, pesticides as needed; inspect and repair irrigation systems.

- Operate and maintain landscaping and maintenance equipment including County vehicles, turf mowers, blowers, weed eaters, sprayers and other power tools.
- Inspect, clean, drain and repair irrigation systems; assist in irrigation system installation.
- Grade driveways, trailheads, parking lots, and trails.
- Inspect parks for damage, vandalism, broken equipment or hazardous conditions and report findings to supervisor.
- Pick up trash and remove litter from all County parks and grounds.
- Perform routine maintenance on all park restrooms and drinking fountains.
- Understand and adhere to safe work practices and procedures.
- Performs other duties as assigned.

SKILLS & ABILITIES:

- Basic principles and practices of park, open space, and trail maintenance and repair.
- Knowledge and skills in the use of materials, tools and equipment used in park, open space, and trail maintenance.
- Knowledge and skills in the methods and techniques of landscaping and grassland restoration.
- Knowledge of occupational hazards and standard safety practices.
- Ability to perform semi-skilled and skilled construction, maintenance and repair of parks, open space and trails and their related facilities.
- Ability to conduct routine inspections of parks, open space, and trails including equipment and facilities.
- Ability to learn to maintain and repair irrigation systems.
- Ability to learn to apply and use pesticides.
- Skill and knowledge in maintaining landscaped and natural areas.
- Ability to perform heavy manual labor.
- Ability to learn to operate a variety of park, open space, and trail maintenance vehicles, equipment and tools in a safe and effective manner.
- Ability to understand and follow oral and written instructions.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to establish and maintain effective working relationships with those contacted in the course of work including County officials and the general public.

BEHAVIORAL COMPETENCIES:

- Service First
- Excellent Quality
- Responsive Government
- Visionary Thinking
- Innovation
- Caring Leadership
- Effective Communication
- Fiscal Responsibility
- Integrity
- Respect for Others
- Safety
- Teamwork

REQUIREMENTS**EDUCATION:**

- High School Diploma or GED equivalent

EXPERIENCE:

- Six months of park, open space, trail or landscape maintenance experience

OR

- A demonstrated ability to:
 - Follow and implement work assignments;
 - Work independently, after receiving instruction, to accurately and responsibly complete tasks;
 - Be committed to meeting work objectives such as meeting deadlines, consistently arriving to work on time and ready to work, willingness to learn and follow instructions.
 - Be comfortable working outdoors, around motorized hand tools and other equipment;
 - Perform the physical requirements of the job.

An equivalent combination of education and work experience that satisfy the requirements of the job may be considered.

ADDITIONAL PRE-EMPLOYMENT REQUIREMENTS:

- Successful completion of pre-employment background and motor vehicle checks is required.
- Successful completion of pre-employment physical and drug screen is required.
- Possession of a valid Colorado Class "R" driver's license or the ability to obtain within two (2) weeks of appointment is required.
- Possession of, or ability to obtain, a valid first aid/CPR certificate.

SUPPLEMENTAL INFORMATION**SUPERVISION RECEIVED:**

- Works under relatively close supervision from the Open Spaces Operations Supervisor or Regular Open Spaces Maintenance Workers when the OS Supervisor is not present.

SUPERVISION EXERCISED:

- None.

INTERPERSONAL CONTACTS:

- Contacts are with supervisors, management, peers, subordinates, elected officials, users, and/or vendors. Contacts require the ability to exercise a high degree of interpersonal skills to influence persons at all levels. Incumbent is accountable for the results of the contact.

WORK ENVIRONMENT:

- Employee works indoors and out-of-doors, most of his/her time is spent in the field in often extreme weather condition and rough terrain.
- Employees in this position may be exposed to all the dangers of working outside, including but not limited to: pollen, animal dander, peanuts and other allergens snakes and insects, bites and stings and similar hazards.
- Employee works alongside crew members, community service workers and volunteers for the purposes of task accomplishment.
- Work during evenings, weekends or irregular hours will be required.

PHYSICAL DEMANDS:

The following are some of the physical demands commonly associated with this position.

- Heavy manual labor in and out of doors is typical with this position.

- Spends 20% of the time sitting and 80% of the time either standing or walking.
- Frequently lifts, carries, pulls or pushes up to 80 lbs.
- Uses cart dolly, or other equipment to carry in excess of 80 lbs.
- Frequently stoops, kneels, balances, reaches, crawls and crouches while performing work duties in both an outdoor and indoor setting.
- Verbal and auditory capacity enabling interpersonal communication through automated devices, such as telephones, radios, etc.
- Constant use of eye, hand and finger coordination enabling the use of machinery, equipment, and tools in a field setting.
- Visual capacity enabling constant operations and safe use of equipment and vehicles.

Definitions:

Occasionally: Activity exists less than 1/3 of the time.

Frequently: Activity exists between 1/3 and 2/3 of the time.

Constantly: Activity exists more than 2/3 of the time.

Toll Free Applicant Technical Support: If you experience technical difficulty with the NEOGOV system (i.e. uploading or attaching documents to your online application), call NEOGOV technical support at 855-524-5627. Helpful hints: if you are having difficulty uploading or attaching documents to your application, first, ensure your documents are PDF or Microsoft Word files, and second, close the document before you attempt uploading (attaching) it.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://agency.governmentjobs.com/arapahoe/default.cfm>

EXAM #03923
 OPEN SPACES MAINTENANCE TECHNICIAN - SEASONAL
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COMPUTER ACCESS IS AVAILABLE AT:
 5334 S. Prince Street,
 Littleton, CO 80120

Open Spaces Maintenance Technician - Seasonal Supplemental Questionnaire

- * 1. Does your educational background include having at least a High School Diploma or GED equivalent?
- Yes
 No
- * 2. Please choose the response that best describes your experience with park, open space, trail, or landscape maintenance.
- None to less than 6 months of experience
 6 months to less than 1 year of experience
 1 year to less than 2 years of experience
 2 or more years of experience
- * 3. Are you willing and able to work a flexible schedule to meet the needs of the business which may include weekend work and evenings and/or holidays?
- Yes
 No
- * 4. This position requires the final candidate to successfully pass a pre-employment physical. Are you able to perform the minimum physical requirements of the position as listed in the job posting?
- Yes
 No
- * 5. Do you have a current, valid driver's license?
- Yes
 No
- * 6. Have you received six or more points within the past twelve months or eight or more

points within the past twenty-four months against your driving record?

Yes

No

* 7. How many moving traffic violations have you been cited for in the past two years?

Less than 3 violations

3 or 4 violations

5 or more violations

* 8. In the past five years, have you had your driver's license revoked or suspended?

Yes

No

* 9. If hired, are you able to furnish proof you are currently eligible to work in the U.S. without sponsorship?

Yes

No

* Required Question