

PARK MAINTENANCE FOREMAN

Code No. 3-11-093

COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This position in the Department of Parks is responsible for supervising and participating in parks maintenance activities such as heavy equipment operation, minor equipment maintenance, manual labor and grounds maintenance. General supervision is exercised over a subordinate staff. The employee reports directly to and works under general supervision of the Supervisor of Support Services. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Consults with the supervisor regarding parks maintenance work in progress and scheduled projects;

Assigns staff duties and adjusts workload as required;

Supervises and participates in the operation of heavy equipment such as dump trucks, truck trailer, bulldozer, backhoe and payloaders;

Supervises and performs manual labor tasks such as pipe laying and setting manholes;

Supervises and performs minor maintenance work on equipment;

Supervises and performs routine maintenance tasks such as snow removal, beach grooming, composting, lawn maintenance and clean-up.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the methods, materials, tools and equipment used in parks maintenance activities; good knowledge of the operation and maintenance of power tools and parks maintenance equipment; mechanical aptitude; ability to direct the work of employees; ability to establish and maintain good working relationships with others; ability to work outdoors and in adverse weather conditions; manual dexterity; good judgment; independence; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school plus four (4) years paid full-time or its part-time equivalent experience in parks maintenance activities, AND three (3) of paid full-time or its part-time equivalent experience involving the operation of motor equipment, medium and heavy

trucks. One (1) year experience in one of the above activities must have been in a lead* or supervisory capacity.

*lead capacity is defined as overseeing, instructing or guiding a subordinate staff.

SPECIAL REQUIREMENTS: Possession of a valid New York State Class *A* driver's license at the time of appointment.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

ADOPTED: October 15, 1992

REVISED: November 19, 1992