

## **The Maryland-National Capital Park and Planning Commission**

TITLE: Park/General Maintenance Worker III  
SERIES: Building and Grounds Maintenance

GRADE: LO5 CODE: 5223  
DATE: 01/31/01 FLSA: Non-exempt

### Class Definition

Under general supervision, performs skilled park/general maintenance work involving considerable responsibility, complexity, and variety. Performs general groundskeeping and routine building maintenance, including trades duties not requiring a trades license, at Commission parks, golf courses, recreation centers, and other sites. Operates a variety of equipment (for example, dump trucks, tractors with attachments, backhoes, bucket trucks, and riding mowers). This is the expert level in park/general maintenance work involving all types of equipment, difficult specialized assignments, and directing and training other workers in maintenance procedures and practices. Performs a variety of trades duties not requiring a trades license. Incumbents in this class are regularly given independent work assignments, but may work as part of a group. Performs other related duties as assigned.

### Examples of Important Duties:

1. Operates riding mowers and tractors with attachments to rough or fine cut fields, lawns, fairways, trails, and roadsides. Operates precision mowers to maintain greens and tees.
2. Operates trucks, truck and trailer combinations, front-end loader, backhoe, dump trucks with plows, bucket trucks, trash trucks, and tank trucks. May operate complex equipment and vehicles with a gross vehicle weight rating requiring a CDL. Patches and resurfaces asphalt roads and trails, removes snow, grades fields and other park areas, and hauls materials and equipment. Performs routine safety inspection and maintenance of vehicles and equipment.
3. Performs routine maintenance and repairs to park buildings and structures, and specialized tasks such as constructing and installing various park amenities (for example, chain link and split rail fencing, sheds).
4. Performs landscaping duties. Operates tractor with attachments to spread grass seed, lime, fertilizer, and topdressing on fields and golf courses. Cuts and lays sod. Operates tree spade to plant trees, shrubs, and plants, according to established standards. Trims and prunes trees and shrubs. Applies mulch. Aerates turf areas.
5. Performs tree maintenance duties. Positions bucket truck and sets outriggers. Trims and fells trees. Operates chain saws. Operates ropes from ground level to assist Tree Climber in cutting down trees. Raises and lowers equipment. Lowers tree limbs with ropes. Operates chipping machine to grind brush into mulch. Operates stump grinder to remove tree stumps.
6. Maintains athletic fields, according to established standards. Lays out field (for example, measures, plots and squares corners, plots yard lines, and marks lines). Operates tractor with attachments to rake, drag, and grade fields. Sprays pesticides. Installs amenities associated with athletic fields (for example, players' benches, bleachers, fences). Operates athletic area lights.



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### Examples of Important Duties (continued)

7. Performs a variety of maintenance and repairs on and around golf course greens and tees. Rakes sand traps, changes flags and tee markers, and moves cups on greens at courses. Troubleshoots and maintains irrigation systems on golf courses, athletic fields and other sites involving work on plumbing and electrical systems. Mixes and applies pesticides, fertilizers, growth regulators, and other turf products on golf courses and athletic fields using various types of specialized and technical equipment.
8. Inspects playground structures for compliance with established safety standards. Completes inspection and reports unsafe and hazardous conditions of play equipment. Under direction, constructs, installs, and repairs play equipment to ensure safety.
9. On a regular basis (more than 50% of the time), provides general direction and instructions on proper procedures and safety to a small work group. Informs Leader or Supervisor of job progress and completion and any problems requiring attention.
10. Performs a variety of trades duties not requiring a trades license.
11. Provides general assistance to park visitors. Enforces park rules. Assists in monitoring programs and events. Informs park visitors of rules and regulations, and reviews permits. May collect fees from campers. Summons emergency assistance as appropriate. Opens and closes Commission facilities.

### Important Worker Characteristics

- A. General knowledge of: (1) parks and park/general maintenance operations; (2) Commission organization, policies, and procedures\*; (3) gardening; (4) groundskeeping; (5) landscaping; (6) safety; (7) turf maintenance; (8) pesticides and their application; (9) building and equipment maintenance; and (10) tree maintenance and removal.
- B. Skill in operation of: (1) front-end loader and specialized grounds equipment; (2) hand and power tools; (3) light to medium trucks and truck trailer combinations; (4) tractor with attachments; (5) medium to heavy equipment (backhoe, roller, tree spade, etc.); and (6) pesticides and their application.
- C. Ability to: (1) understand a system of procedures; (2) read and write routine correspondence; (3) provide courteous service; and (4) lift up to 100 pounds desirable.

\*May be developed after employment in this job class.

### Minimum Qualifications:

1. High school graduate or GED, and four years of progressively responsible experience in groundskeeping, building maintenance, or park maintenance; and demonstrated ability to read and understand materials and instructions and write routine records and reports; or
2. An equivalent combination of education and experience.
3. Pass Commission medical examination.



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### Minimum Qualifications (continued)

4. Valid driver's license.
5. Additionally, contingent upon area of assignment, some positions in this class may require:
  - a. Commercial Driver's License with appropriate endorsements upon appointment, or the ability to acquire one within six months.
  - b. Maryland Department of Agriculture Pesticide Applicator's certification in the categories appropriate to the work assignment.
  - c. Certification by the National Playground Safety Institute.

### Working Conditions

Primarily works outside, but may work inside on occasion or as assigned. May work weekends, evenings, and holidays. Exposed to weather, dirt, waste, odors, caustic chemicals, pesticides, wildlife, and potentially harmful insects (for example, bees, hornets, wasps, etc.).



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