City of Rapid City
Job Description

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Parks Maintenance Chief</th>
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<tbody>
<tr>
<td>Job Code:</td>
<td>PMCH</td>
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<td>Job Family:</td>
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<tr>
<td>Pay Grade:</td>
<td>AU06</td>
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<tr>
<td>Date Revised:</td>
<td>5/11/2021</td>
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<tr>
<td>FLSA Status:</td>
<td>Non-Exempt</td>
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General Summary: This position is responsible for assigning and inspecting the work of workers engaged in all phases of park maintenance at parks and recreation areas.

Essential Duties and Responsibilities:

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

- Demonstrates the safe operation and maintenance of all machinery and equipment used by the Parks Division and provides oversight to ensure proper and safe use of equipment.
- Maintains information and ensures proper use of hazardous materials and other chemicals used in park maintenance.
- Completes and files records and forms related to Park maintenance and operation.
- Enforces work rules and regulations of Parks and Recreation Department.
- Reads, plans, maps, and instructs related to maintenance and construction projects.
- Provides input for budgeting purposes as well as capital improvement projects.
- Oversees maintenance and operation of city’s centralized irrigation system.
- Supervises inspection and maintenance of City-wide park(s) playground equipment.
- Performs tree work in accordance with modern arboriculture practices.
- Carries out chief responsibilities in accordance with the organization’s policies and applicable laws.

Qualifications:

Education and/or Experience:

High school diploma or general education degree (GED) and (5) five years related experience and/or training in Parks or Grounds Maintenance field.

Certificates, Licenses, Registrations:

Must possess a valid South Dakota Class B Commercial Driver’s License (CDL) or ability to obtain within 30 days from date of hire. Must possess a South Dakota Pesticide Applicator’s License with the General, Ornamental and turf, and the Public Heath Certification Categories or obtain within 90 days from date of hire. Must possess and maintain one of the following certifications: SD Certified Arborist, Certified Playground Safety Inspector, Master Gardener, Certified Irrigation Technician, Trenching Journeyman License or other certification approved by the Parks Division Manager.
Working Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions. The employee is frequently exposed to wet and/or humid conditions; moving mechanical parts; extreme cold; extreme heat and vibration. The employee is occasionally exposed to high, precarious places; fumes or airborne particles and toxic or caustic chemicals. The noise level in the work environment is usually loud.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance and stoop, kneel, crouch, or crawl. The employee is occasionally required to taste or smell. The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception.