



CITY OF ANN ARBOR, MICHIGAN
JOB DESCRIPTION

Community Services Technician – Parks and Public
Space Maintenance

Job Code: 112900/112910/112920/112930/112940	
Service Area: Community Services	
Service Unit: Parks & Recreation	
Salary Grade (Non-Union): N/A	Pay Scale (Union): AFSCME 18/20/22/24/27 CP: No
Exemption Status: Non-Exempt	
Accountable To: Community Services Supervisor	
Union/Non-Union: Union	
Union Name: AFSCME	
Essential Driver: Yes	
Responsible for supervising the following positions: N/A	
Description Prepared By Colin Smith 5/30/2018; Updated by Scott Spooner 3/23/2021 HR Review – AW, SS 5/30/2018; AW, SS 3/23/2021 Union Review and Approval – Robert Sloan 3/31/2021 Legal Review – MR 5/30/2018	

Date Job Description Finalized

3/31/2021

Role Summary

To provide care, management, safe operation and upkeep of the City's public spaces, public parks including facilities and outdoor recreational amenities and trees within the parks and natural areas.

Duties

Duties are performed under the direct supervision of the Community Services Supervisor or designee and may include the following:

Essential Duties

- Maintaining, repairing, constructing and renovating park facilities using proper carpentry, electrical, HVAC and plumbing skills and standards
- Maintaining, repairing, inspecting and installing park play structures
- Designing, constructing, maintaining and repairing irrigation systems
- Constructing, repairing, planting and irrigating flower/shrub beds
- Brush removal and weed control
- Snow removal
- Mowing and turf maintenance
- Safe use of equipment including but not limited to commercial mowers, broom tractors, specialized snow removal equipment, vehicle mounted front plows, chainsaws, pole pruners, chippers, loaders, backhoes and skidsteers, and light duty vehicles.
- Graffiti removal

Related Work

- Repairing and maintaining park surfaces, including crack sealing and installing wood chips and slag
- Removing litter and refuse from park facilities and grounds, and performing related work as assigned

Knowledge of: (position requirements at entry)

- General methods, materials and equipment in the forestry/arborist industry
- General, methods, and materials used in planting, pruning and removing trees
- Basic work safety, PPE (Personal Protection Equipment) and OSHA/MIOSHA standards
- General computer hardware and software applications
- General construction methods
- Basic work safety, PPE (Personal Protective Equipment) and OSHA/MIOSHA standards
- Basic mechanical, electrical, plumbing and HVAC principles
- Basic ball diamond and athletic field regulations and standards
- General preventive maintenance practices of mechanical equipment
- General computer hardware and software applications

Skills and Ability to:(position requirements at entry)

- Communicating through oral and written instruction
- Safely operating required hand, electronic and mechanical tools and equipment
- Reading, interpreting, and following maps, routes, manuals and blueprints

- Assessing and identifying problems and finding solutions
- Maintaining inventory and maintenance records and files
- Time management and task prioritization

Equipment

- Listed in the Community Services Technician-PPSM Equipment List
- Standard office equipment, PC, Fax, Copier, Calculator and other miscellaneous office equipment.

Education, Training and Experience (position requirements at entry)

Required:

- High School Diploma or G.E.D. Equivalent
- Determined by the Community Services Technician-PPSM Job Progression Outline

Licensing Requirements (position requirements at entry)

- Valid Driver's License
- CDL Temporary Instruction Permit required upon hire
- CDL-B within 5 years of hire
- Medical Certificate upon hire

Physical Requirements

The physical ability to drive, climb, balance, stoop, kneel, crouch, crawl, reach, stand, walk, push, pull, lift, grasp, feel, talk, hear, see and perform repetitive motions. The work requires the ability to operate hand and foot controls on machinery and equipment.

The physical ability to safely operate light to heavy equipment and tools as listed in the Community Services Park and Public Space Maintenance Job Progression Outline. The physical ability to safely utilize hand tools and/or mechanical or manual equipment.

The incumbent will be required to wear various level of personal protection equipment which may include a hard hat, safety glasses, safety boots, harness, etc.

The incumbent may be exposed to hazardous physical conditions (including but not limited to confined spaces, heights, mechanical parts, electrical currents, vibration, noise levels above 85 decibels, etc.), poor atmospheric conditions (including but not limited to fumes, odors, dusts, gases, poor ventilation, respiratory health hazards), inadequate lighting, and intense noise. In addition, the work will require seasonal exposure to extreme (both hot and cold) weather conditions, including snow and ice. The incumbent may be required to work with various chemicals. The incumbent may be exposed to domestic and wild animals.

The work may involve working in or near road work or construction zones.

The physical ability to ascend and descend ladders to access work areas, and enter into and exit from confined spaces. The incumbent may be working from heights. The work may often involve the ability to perform routine heavy lifting and carrying up to 50 lbs. and occasional heavy lifting of up to 100 lbs. The incumbent may be expected to walk on rough, uneven terrain, as well as wet and slippery surfaces. The work requires the ability to distinguish colors and hear audible alarms. The incumbent may be required to use a respirator, and to participate

in necessary respiratory protection program, as well as audiometric testing. (Incumbent may be exposed to blood borne pathogens.)

Heavy Work: Exerting in excess of 50 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

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