

Parks Specialist I

Approval Date: December 2020

Department: Parks

IAFF

CUPE

Management

Title of Management Supervisor: Parks Manager

General Accountability:

Purpose and Scope

Reporting to the Parks Manager and working directly under the supervision of the Green Space Coordinator or Parks Supervisor, the Parks Specialist I performs a variety of tasks assigned in the day-to-day preparation and maintenance of sports fields, parks, McIvor Lake, cemetery, green spaces, and outdoor washrooms throughout the City of Campbell River.

Nature and Scope of Work

Performs a wide variety of labour-related tasks including, but not limited to:

- Garbage litter collection throughout the City of Campbell River.
- Cleaning, disinfection, and repairs of outdoor washrooms throughout the City.
- Maintenance and repair of sports fields, parks, green spaces, cemetery, parks structures and irrigation systems.
- Maintenance of landscape features and vegetation along municipal trails and walkways, boulevards, municipal rights-of-ways, and within parks.
- Assist with installation, maintenance, inspection, and repair of playground equipment.
- Performing basic service maintenance on all tools and equipment.
- Other labour-related tasks as they pertain to construction, maintenance, and repair of park facilities.
- Removal of snow and ice from sidewalks, steps and parking lots.
- Opening and closing of Park facilities and performing parks patrols checking for vandalism and monitoring public conduct.
- Liaising with user groups, special events, community groups and Park rentals permits.
- Directing traffic, set-up and removal of pertinent signs and barricades.
- Driving/operating light vehicles.
- Heavy manual labour.
- Maintaining relevant logs and records.
- Other duties as may be assigned.

Necessary Qualifications

Knowledge:

- Working knowledge of the methods, materials, tools, and equipment used in Parks infrastructure maintenance and construction.
- Working knowledge of standard methods, materials and equipment used in washroom cleaning, including cross contamination, biohazard, and sharps hazards.
- Working knowledge of Parks Department's role within the City's organizational structure.
- Working knowledge of WorkSafeBC regulations and safe work procedures as pertaining to the work.
- Working knowledge of relevant procedures, standards, manuals, guidelines, City polices and bylaws, to be successfully acquired.

- Working knowledge of park maintenance standards and practices.
- Working knowledge of shoring and trenching techniques.
- Knowledge of fundamentals of accident prevention.

Skills:

- Safe work habits and practices.
- Good verbal and written communication skills.
- Effective and courteous interaction with the public, user groups, other agencies and internal departments.
- Safe operation of maintenance equipment (such as: cut-off saws, power saws, compressors, jack-hammers, compactors, weed-eaters, lawnmowers, grass trimmer, hedge trimmer, aerator, fertilizer spreader, rottiller and other miscellaneous power tools).
- Safe use of various hand tools such as shovels, rakes, trimmers, hammers, saws etc;
- Safe operation of sanding/salting equipment.

Abilities:

- Demonstrable ability to operate grounds maintenance equipment and related tractors and implements.
- Ability to multitask, set priorities and work independently in accordance with established standards and procedures.
- Ability to deal effectively with confrontational clients and remain calm during hostile or stressful situations.
- Ability to work as part of a team and/or unsupervised.
- Ability to understand and carry out oral and written instructions.
- Ability to change work priorities with little or short notice.
- Ability and willingness to contribute to maintaining a respectful, safe and supportive work environment that embraces diversity, along with treating everyone with courtesy, dignity and fairness.
- Must have sufficient physical strength, stamina, and ability to perform the work.

Education:

- Grade 12 or equivalent.

Training/Certification:

Must Have When Applying for Position:

- Building Services Worker (BSW) 1 Certification.
- Occupational First Aid Level I.
- Must possess and maintain a valid Class 5 driver's licence, and produce and maintain a clean driver's abstract, as per City policy.

To Be Obtained on the Job:

- Muscular-Skeletal Injury Prevention Training (within first 6 months).
- Current WHMIS Certification (within first 6 months).
- Mental Health First Aid Course (within first 6 months).
- Working Alone or In Isolation training (within first 6 months).

Experience:

- Minimum one (1) year relevant experience as a labourer in a municipal or related setting.
- Experience working around heavy construction equipment such as excavators, backhoes, loaders, dump trucks, etc.

Preferred Criteria (For External Postings)

- Class 3 Driver's License with Air Endorsement.
- Valid Pesticide Applicators Certificate
- Experience in parks construction and maintenance, including experience in the use of tools, equipment, and machinery required to maintain parks and construct parks projects.
- Level "B" Heavy Equipment Operator Certification on "Rotary Mower"
- Front End Loader/Backhoe/ Progressive Mower Certificates.
- Experience in turf maintenance.

- Experience in the safe operation of commercial turf maintenance equipment.
- Experience in forming and finishing concrete.

Unusual Working Conditions

- Will be required to work in adverse weather conditions.
- May be exposed to human waste, blood, and other bodily fluids.
- May be required to come into contact with live sewage.
- Physically demanding work.
- Shift work and weekend work will be required
- Overtime call-outs may be required.