

City of Fernandina Beach
Job Description



City Manager's Signature
6/10/14

Date

Title: Irrigation/Maintenance Tech
Department: Maintenance
FLSA Status: Non-Exempt
Reports to: Maintenance Foreman
Pay Grade: 126

Minimum Qualifications:

- A. Education and Experience:
Must be a high school graduate or possess a GED. Three (3) years irrigation and maintenance experience required. A comparable amount of training, education or experience may be considered by the City as a substitute for the minimum qualifications.
- B. Certifications:
Valid driver's license required; CDL endorsement preferred. State Applicator License and Fertilizer Certification preferred.
- C. Knowledge, Abilities and Skills:
Knowledge of heavy equipment and lawn maintenance machinery. Must have knowledge of horticulture and irrigation systems. Must have knowledge of tools and equipment maintenance. Ability to read and work from prints, sketches and layouts. Ability to communicate both orally and in writing. Knowledge of safety factors in maintenance areas. Ability to apply established policies, practices and procedures.

General Description

Plans installation, installs and maintains irrigation systems for municipal parks and recreation areas; maintains athletic fields, parks and recreation grounds and preforms other maintenance activities. Work is performed under the general supervision of the Maintenance Director – Streets and Parks.

Essential Functions

1. Develops plans for irrigation systems, installs, repairs and maintains sprinkler systems for parks, fields and grounds. Troubleshoots and makes repairs to sprinkler systems and replaces damaged or worn irrigation clocks. Orders materials for installation and maintenance activities.
2. Lays out athletic fields and other outdoor event locations. Cuts grass and trims weeds on municipal property and parks using self-propelled mowers, weed eaters, edgers, etc.
3. Performs minor repairs and maintenance to equipment operated such as changing belts, sharpening blades and greasing/lubricating parts.
4. Digs flower beds and plants flowers. Maintains shrubs and sprays for insects.
5. Responsible for designing and installing landscape for City grounds.

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6. Determines turf treatments required on municipal grounds, mixes herbicides, fungicides and insecticides using unrestricted chemicals and sprays grounds as necessary. Responsible for calibrating sprayers and spreaders to ensure proper application.
7. Periodically operates heavy equipment to perform other assigned tasks such as backhoe, trencher, bucket truck, dump truck, front-end loader, etc.
8. Performs minor maintenance and repairs to municipal facilities' plumbing and electrical systems, including replacing worn or defective parts such as switches and fuses.
9. Constructs, maintains and repairs wooden beach access ramps and other wood structures. Required to use chain saws, circular saws, boom saw and similar hand and power tools.
10. Attends and participates in administrative meetings as required.
11. Keeps up-to-date on information and technology affecting functional areas to increase innovation and ensure compliance.
12. Complies with OSHA Safety and Health rules
13. Performs other duties as assigned.

Essential Physical Skills

Acceptable eyesight, hearing (with or without correction), lifting and carrying (up to 100 pounds, reaching, pulling, pushing, walking, standing, kneeling, bending, balancing, stooping, climbing, crawling, driving, operating equipment. Reasonable accommodations will be made for otherwise qualified individuals with a disability.

Environmental Conditions

Works inside and outside in various weather conditions.

Key Competencies: Attention to Detail, Safety Awareness, Integrity, Flexibility, Communication (oral and written), Professional/Technical Knowledge