

# **PARK MAINTENANCE CREW LEADER**

**Department: Parks, Recreation and Cultural Affairs**

**Classification: Non-Competitive**

**Specification Number: 2170**

**Approved: 2/27/24**

**Revised: By JG**

## **MINIMUM QUALIFICATIONS**

Graduation from a standard senior high or possession of a high school equivalency diploma, and four (4) years of experience in the performance of grounds keeping and maintenance activities.

**NOTE:** Additional experience may be substituted for education up to a maximum of four years.

## **DISTINGUISHING FEATURES OF THE CLASS**

An employee in this title supervises a crew in the maintenance of grounds, equipment and facilities in the Town parks and recreation areas. The incumbent patrols assigned areas for vandalism and required maintenance and plans daily work assignments for a crew of laborers, maintenance personnel and equipment operators. Work includes responsibility for estimating supply and equipment needs, submitting vandalism reports, and laying out new parks from blueprints and specifications. Supervision is received from an administrative superior who reviews work through consultation, conferences and periodic checks of assigned areas. Does related work as required.

## **TYPICAL WORK ACTIVITIES**

Plans, assigns and supervises grounds maintenance activities at town parks, beaches, marinas and other recreational facilities, including mowing grass, trimming trees and shrubs, picking up refuse, raking and planting trees and shrubs;

Supervises maintenance work performed at town recreational facilities, such as assembling and installing playground equipment, building and repairing fences, painting and repairing benches and tables and repair work on recreation buildings

Assignments in parks, beaches and recreational areas include the detection of vandalism and making determinations of needed maintenance work;

Directs the work crew in laying out playgrounds and ball fields;

Submits estimates and requests for supplies and equipment needed by the crew;

Prepares periodic reports on vandalism and other damage to assigned facilities.

## **KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

Good knowledge of the methods used in propagating, planting, cultivating, pruning and general care of plants, flowers, shrubs and lawns; good knowledge of the methods used in the installation and repair of park and playground equipment; good knowledge of the tools, terminology and practices of grounds keeping and maintenance trades, ability to plan, assign and supervise the work of subordinate personnel in a manner conducive to full performance and high morale; ability to make estimates of labor, time, and materials, and to maintain routine records; physical condition commensurate with the demands of the position.