

### **SENIOR PARKS MAINTENANCE WORKER**

**DEFINITION:** Under general supervision, performs work of moderate difficulty in overseeing maintenance of parks, buildings, camp/picnic grounds, signs and recreational facilities; performs related work as assigned.

**ESSENTIAL FUNCTIONS:** This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

#### **TASKS:**

Oversees and supervises the construction, installation, repair, and maintenance of equipment, facilities and related infrastructure at Navajo Nation parks, camp/picnic grounds and facilities; surveys and determines maintenance needs of park areas; identifies problem areas and recommends alternatives, modifications and solutions; provides cost estimates and specifications for requisition of equipment and materials; assigns, supervises and reviews work of staff.

Maintains public buildings; collects collection fees, responds to questions and posts and maintains informational signs; recommends improvements and participates in the development of maintenance and restoration schedules/plans; maintains equipment, facilities, materials, and supplies.

#### **KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:**

Knowledge of building and construction trades and the use of hand and power tools.

Knowledge of the principles and practices of development and operation of public parks and use areas. Knowledge of community leisure and social conditions to determine special park maintenance and refurbishment needs.

Knowledge of hazards and required safety precautions associated with the use and operation of the equipment common to general maintenance tasks.

Skill in operating, maintaining and caring for the equipment common to general maintenance assignments.

Skill in building and parks maintenance/repair techniques.

Skill to provide technical direction coordinates the work schedules and review the performance of assigned personnel.

**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:** Work is performed both indoors and outdoors with exposure to a variety of adverse weather conditions. Manual dexterity in the operation of tools and the ability to lift objects weighing up to 100 lbs. is required. Work may at times be strenuous, requiring continuous physical effort for long periods.

#### **MINIMUM QUALIFICATIONS:**

- A high school diploma or GED; and three (3) years of experience in park and facility maintenance, one (1) year of which must have been in a supervisory capacity.

#### **PREFERRED QUALIFICATIONS:**

- Training in skilled trades.

#### **SPECIAL REQUIREMENTS:**

- Possess a valid state driver's license.

THE NAVAJO NATION

Class Code: 3270  
Natural Resources and Parks Series  
Parks and Campgrounds Maintenance Group  
Overtime Code: Non-Exempt  
Pay Grade: 59

**SENIOR PARKS MAINTENANCE WORKER**

**Supplemental Requirements:**

Incumbent must obtain a Navajo Nation Vehicle Operator's Permit within 90 days of date of hire.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.