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## JOB ANNOUNCEMENT

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### **PARKS MAINTENANCE WORKER I OR II**

#### **Full-time, Non-Exempt**

**Opening Date:** April 14, 2025  
**Closing Date:** Open Until Filled

**Salary Range:** \$16.00 - \$27.00 per hour  
**Hiring Range:** \$16.00 - \$22.00 per hour  
Depending on Experience

*The statements and information in this document are neither intended to nor do they create contractual or other rights on behalf of any person hired by Ivins City.*

**This is an “at-will” position. The employee or Ivins City may end the employment relationship at any time, with or without cause or explanation.**

**SUPERVISOR:** Parks Superintendent

**POSITION(S) SUPERVISED:** None

#### **WORK LOCATION**

Work location is throughout Ivins City. Work base is the Parks Building at UNITY Park, about 350 S 350 W, Ivins.

#### **GENERAL PURPOSE**

Performs a variety of general duties related to maintenance, upkeep, construction, installation, and repair of city parks, grounds, trails, recreation facilities, buildings, cemetery operations and other city-owned landscape areas. Assists in preparations for, and clean-up after, special events.

#### **ESSENTIAL JOB QUALIFICATIONS AND FUNCTIONS**

- Must have at least a high school diploma or equivalent.
- Must have a valid Utah driver’s license.
- Experience operating parks maintenance equipment helpful.
- Knowledge of the proper use and application of fertilizers, herbicides, and insecticides helpful.
- Must certify as pesticide applicator within 6 months of hire.

**BENEFITS** currently include 100% employer-paid medical insurance for employee and dependents, contribution to Utah Retirement Systems account, 14 paid holidays, generous sick and vacation leave, and much more.

**FULL JOB DESCRIPTION AND EMPLOYMENT APPLICATION** can be found at [www.ivinsutah.gov](http://www.ivinsutah.gov).

*IVINS CITY IS AN EQUAL OPPORTUNITY EMPLOYER*

# **IVINS CITY JOB DESCRIPTION PARKS MAINTENANCE WORKER I**

DEPARTMENT:	PARKS & RECREATION	FLSA: NON-EXEMPT
DIVISION:	PARKS	REVISED: 11/2008

## ***GENERAL PURPOSE:***

Performs a variety of general duties related to the maintenance, upkeep, construction, installation, and repair of city parks, grounds, trails, recreation facilities, buildings, cemetery operations and other city-owned landscaped areas. Also assists in preparations for, and clean-up after, special events.

## ***SUPERVISION RECEIVED:***

Works under the direct supervision of the Parks Supervisor and under the general supervision of the Parks Maintenance Worker II and III and the Parks and Recreation Director.

## ***SUPERVISION EXERCISED:***

None – this is not a supervisory position.

***ESSENTIAL FUNCTIONS:*** (Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. The list of tasks is illustrative only, and is not a comprehensive listing of all functions and tasks performed by positions in this class.)

1. Maintain grounds and turf in city parks and cemetery by mowing, trimming, weeding, and grooming.
2. Maintain city-owned landscaped areas by pruning, weeding, and clearing debris.
3. Operate small and light equipment such as various types of mowers, sod cutter, chain saw, pruning equipment, backhoe, loader, trencher, aeration tractor, and various hand tools.
4. Perform general landscape duties such as planting trees, shrubs, grass, flowers and other plants in new and/or existing landscaped areas.
5. Under the supervision of a certified pesticide/herbicide applicator, mix and spray or spread fertilizers, herbicides, and/or insecticides using hand or automatic sprayers or spreaders; maintain records of spraying activities; and assure chemicals are properly stored and used in conformity with city, state and federal regulations.
6. Install, repair and operate irrigation/sprinkler systems.
7. Maintain, and repair as needed, city playground equipment and play areas.
8. Maintain, and remove debris from, city trails, sidewalks, parking lots, planters, and other grounds features.
9. Maintain and clean park restrooms, pavilions and other facilities.
10. Assist in preparations for, and clean-up during and after, special events.
11. Perform routine preventive maintenance on equipment; transport equipment to be serviced; assist with repairs as needed.
12. Provide customer service in a friendly manner and provide public with information related to various city services.
13. Perform other duties as assigned.

## ***QUALIFICATIONS:***

### **Education and Experience:**

1. Must have high school diploma or equivalent.

2. One (1) year of experience/training related to park maintenance, upkeep and beautification.
3. Valid Utah Driver License.

Knowledge:

1. Mechanical – Knowledge of machines and tools, including their designs, uses, repair, and maintenance.
2. Chemical – Knowledge of the proper use and application of fertilizers, herbicides, and insecticides.
3. Computers/Office Machines – Knowledge of proper use of computers and office machines.
4. Math – Knowledge of arithmetic, algebra, geometry, and their applications.
5. English – Knowledge of the English language, including proper structure, spelling, grammar, and punctuation.

Skills:

1. Equipment Selection – Determining the appropriate tools and equipment needed to do a job.
2. Equipment Maintenance – Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
3. Equipment Operation – Skilled in using parks maintenance equipment such as backhoe, loader, dump truck, mower, tractor, power overseeder, aerator, thatcher, welder, trimmer, common power and hand tools, etc.
4. Reading Comprehension – Understanding written sentences and paragraphs in work related documents.
5. Active Listening – Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate and not interrupting at inappropriate times.
6. Time Management – Managing one's own time efficiently.
7. Speaking – Talking to others to convey information effectively.

Abilities:

1. General – Talking, hearing and seeing are essential to the performance of the job; common eye, hand, finger dexterity are also required.
2. Control Precision – The ability to quickly and repeatedly adjust the controls of a machine or a vehicle to exact positions.
3. Manual Dexterity – The ability to quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects.
4. Static Strength – The ability to exert maximum muscle force to lift, push, pull, or carry objects.
5. Extent Flexibility – The ability to bend, stretch, twist, or reach with your body, arms and/or legs.
6. Oral Comprehension – The ability to listen to and understand information and ideas presented through spoken words and sentences.
7. Plan Interpretation – The ability to read and interpret city ordinances, safety manuals, plans, drawings, specifications, and standards.
8. Number Facility – The ability to add, subtract, multiply, or divide quickly and correctly.
9. Visualization – The ability to imagine how something will look after it is moved around or when its parts are moved or rearranged.
10. Depth Perception – The ability to judge which of several objects is closer or farther away from you, or to judge the distance between you and an object.
11. Near Vision – The ability to see details at close range (within a few feet of the observer).
12. Far Vision – The ability to see details at a distance.

*WORKING CONDITIONS:*

1. Moderate to heavy physical activity; requires frequent walking, standing, digging, stooping, bending sitting, and/or reaching; lifting, pushing and/or pulling of moderate weights, occasionally over 100 pounds.
2. Required to work outdoors in desert climate.
3. Moderate exposure to stress as a result of human behavior.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

## **IVINS CITY JOB DESCRIPTION PARKS MAINTENANCE WORKER II**

DEPARTMENT:	PARKS & RECREATION	FLSA: NON-EXEMPT
DIVISION:	PARKS	REVISED: 11/2008

### ***GENERAL PURPOSE:***

Performs a variety of working level, semi-skilled duties related to the maintenance, upkeep, construction, installation, and repair of city parks, grounds, trails, recreation facilities, buildings, cemetery operations and other city-owned landscaped areas. Also assists in preparations for, and clean-up after, special events.

### ***SUPERVISION RECEIVED:***

Works under the direct supervision of the Parks Supervisor and under the general supervision of the Parks Maintenance Worker III and the Parks and Recreation Director.

### ***SUPERVISION EXERCISED:***

May provide close general supervision to Parks Maintenance Worker I, temporary, seasonal and/or part-time laborers; does not conduct performance reviews and does not have authority to hire or discipline.

***ESSENTIAL FUNCTIONS:*** (Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. The list of tasks is illustrative only, and is not a comprehensive listing of all functions and tasks performed by positions in this class.)

1. Maintain grounds and turf in city parks and cemetery by mowing, trimming, weeding, and grooming.
2. Maintain city-owned landscaped areas by pruning, weeding, and clearing debris.
3. Operate small and light equipment such as various types of mowers, sod cutter, chain saw, pruning equipment, backhoe, loader, trencher, aeration tractor, and various hand tools.
4. Perform general landscape duties such as planting trees, shrubs, grass, flowers and other plants in new and/or existing landscaped areas.
5. Mix and spray or spread fertilizers, herbicides, and/or insecticides using hand or automatic sprayers or spreaders; maintain records of spraying activities; and assure chemicals are properly stored and used in conformity with city, state and federal regulations.
6. Install, repair and operate irrigation/sprinkler systems; assist in the layout of such systems, including the selection of line sizes, sprinkler spacing, type and control equipment; install, test and maintain systems utilizing low voltage, hydraulic, or other operating features.
7. Maintain, and repair as needed, city playground equipment and play areas.
8. Maintain, and remove debris from, city trails, sidewalks, parking lots, planters, and other grounds features.
9. Maintain and clean park restrooms, pavilions and other facilities.
10. Assist in preparations for, and clean-up during and after, special events.
11. Perform routine preventive maintenance on equipment; transport equipment to be serviced; assist with repairs as needed.
12. Provide customer service in a friendly manner and provide public with information related to various city services.
13. Perform other duties as assigned.

### ***QUALIFICATIONS:***

#### Special Qualifications:

1. Must have a valid Utah Driver License; CDL license preferred.
2. Utah Pesticide and Herbicide applicator's license or obtain within six (6) months of hire.
3. Certified Playground Safety Inspector or obtain within one (1) year of hire.

#### Education and Experience:

1. Must have high school diploma or equivalent.
2. Two (2) years of experience/training related to park maintenance, upkeep and beautification.
3. One (1) year of experience/training related to water management, irrigation systems and management, horticulture or building construction and maintenance.

#### Knowledge:

1. Mechanical – Knowledge of machines and tools, including their designs, uses, repair, and maintenance.
2. Chemical – Knowledge of the proper use and application of fertilizers, herbicides, and insecticides.
3. Computers/Office Machines – Knowledge of proper use of computers and office machines.
4. Math – Knowledge of arithmetic, algebra, geometry, and their applications.
5. English – Knowledge of the English language, including proper structure, spelling, grammar, and punctuation.

#### Skills:

1. Equipment Selection – Determining the appropriate tools and equipment needed to do a job.
2. Equipment Maintenance – Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
3. Equipment Operation – Skilled in using public works maintenance equipment such as backhoe, trenching equipment, loader, dump truck, mower, tractor, road grader, jackhammer, compacting equipment, common power and hand tools, etc.
4. Reading Comprehension – Understanding written sentences and paragraphs in work related documents.
5. Active Listening – Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate and not interrupting at inappropriate times.
6. Time Management – Managing one's own time efficiently.
7. Speaking – Talking to others to convey information effectively.

#### Abilities:

1. General – Talking, hearing and seeing are essential to the performance of the job; common eye, hand, finger dexterity are also required.
2. Control Precision – The ability to quickly and repeatedly adjust the controls of a machine or a vehicle to exact positions.
3. Manual Dexterity – The ability to quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects.
4. Static Strength – The ability to exert maximum muscle force to lift, push, pull, or carry objects.
5. Extent Flexibility – The ability to bend, stretch, twist, or reach with your body, arms and/or legs.
6. Oral Comprehension – The ability to listen to and understand information and ideas presented through spoken words and sentences.

7. Plan Interpretation – The ability to read and interpret city ordinances, safety manuals, plans, drawings, specifications, and standards.
8. Number Facility – The ability to add, subtract, multiply, or divide quickly and correctly.
9. Visualization – The ability to imagine how something will look after it is moved around or when its parts are moved or rearranged.
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*WORKING CONDITIONS:*

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