



## JOB DESCRIPTION

Title: **PARKS FIELD SUPERVISOR**  
Department: Parks & Recreation  
Class Code: 7440  
FLSA Status: Non-Exempt  
Effective Date: July 1, 1982 (Rev. 10/2017)

### GENERAL PURPOSE

Under the general supervision from the Parks Superintendent, supervises a specific field of work such as parks maintenance and athletic field maintenance.

### EXAMPLE OF DUTIES

- \*-- Supervises leadworkers on specific crews; handles complex problems difficult to deal with; makes final approval and accuracy checks on all projects completed.
- \*-- May make final decisions in the absence of the Parks Superintendent.
- \*-- Assists in selection, training, evaluation and supervision of full time and seasonal employees.
- \*-- Coordinates workload of crews; prioritizes job assignments; generate records and reports of activities supervised.
- \*-- Assigns work to leadworkers; may act in the capacity of a leadworker.
- \*-- Deals with difficult and complex work in the area of equipment operation and maintenance; assists Fleet Manager and Parks Superintendent in writing specifications for new equipment.
- \*-- Drives truck to various projects; assists workers; motivates workers; deals with on site difficulties that leadworkers cannot deal with.
- \*-- Supervises leadworker assigned to graffiti removal program throughout the city.
- \*-- Understands turf management, supervises all aspects of turf maintenance which may include, but is not limited to, fertilization, aeration, weed control, pest control and proper watering.

- \*-- Inspects playgrounds, ensures playground equipment is safe and in good working condition and ensures that fall surfaces meet federal safety standards; may do repair work on playgrounds; keeps an accurate log of playground inspections; ensures that the inspection log is done monthly; maintains an inventory of all playground parts and replaces according to manufacturer's recommendations.
- Performs related duties as required.

## **MINIMUM QUALIFICATIONS**

### Education and Experience

- Two (2) years experience as a leadworker or five (5) years experience in the construction, maintenance and equipment operation fields, at least two (2) of those years must have been in supervisory capacity, or any equivalent combination of education and experience.

### Special Requirements

- Must possess a valid Utah Commercial Driver's License.
- On call status required.
- Must possess pesticide spraying certification.
- Must be able to obtain (CPSI) Certified Playground Safety Inspector within six (6) months of appointment.
- May perform duties on trouble truck and must be generally available and respond to emergency "call outs" at any time of day, year-round, regardless of weather conditions.
- Must be available and respond within 30 minutes to emergency "call outs".

### Necessary Knowledge, Skills and Abilities

- Thorough knowledge of equipment operating principles and procedures; thorough knowledge of the hazards and safety precautions relating to equipment operations; thorough knowledge of related maintenance operations, which may include swimming pool, and concessions stand operations.
- Must possess computer skills.
- Skill in the operation of all equipment.
- Ability to follow and teach standard safety practices and procedures common to equipment operation and maintenance work. Ability to create effective working relationships with employees and the general public; ability to effectively motivate employees to work; ability to read grades on stakes and maps.

## **TOOLS & EQUIPMENT USED**

- May include knowledge of operation and use of motorized vehicles and equipment, including dump truck, garbage truck, pickup truck, utility truck, backhoe, leaf machine, forklift, loader, manlift, tamper, plate compactor, saws, pumps, compressors, sanders, generators, trencher, common hand and power tools, shovels, wrenches; radio, phone, personal computer including word processing and other software; copy and fax machine OR lawn and landscaping equipment, including tractors, mowers, airifier, chainsaw, edgers, weed trimmers, electronic motors, sprinklers, irrigation systems; miscellaneous hand and power tools for turf maintenance; swimming pool equipment including chlorination system, pumps, boiler, valves, filtration devices, gauges, etc.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; talk or hear; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl.
- The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration.
- The noise level in the work environment is usually loud.

DEPT/DIVISION APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

EMPLOYEE'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

H. R. DEPT. APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

\*Essential functions of the job.