Date Adopted: 3/27/07

CITY OF GLENDORA

SPORTS TURF SPECIALIST

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under general supervision, leads, oversees and participates in the more complex and difficult work of staff responsible for the maintenance and upkeep of professional sports fields and adjoining facilities; ensures work quality and adherence to established policies and procedures; performs horticulture, turf and other related landscape and facility maintenance tasks; performs related duties as required.

CLASS CHARACTERISTICS

This is a single position class that reports to the Parks Supervisor. This position, in turn, exercises lead supervision over assigned part-time and lower-level maintenance workers.

ESSENTIAL JOB FUNCTIONS

These functions may not be present in all positions in this class. When a position is to be filled, the essential functions will be noted in the announcement of position availability. Letters in parenthesis at the end of each function statement represent the abilities required to perform that function.

1. Leads, plans, trains and reviews the work of staff responsible for the maintenance and upkeep of heavily used sports fields and adjoining facilities. (b c d e f g j k o q r)

2. Instructs and trains employees in their areas of work, including athletic field maintenance methods, procedures and techniques. (d f g j k l m o p q r)

3. Verifies the work of assigned employees for accuracy, proper work methods, techniques and compliance with applicable standards and specifications. (b f g h j k o)

4. Performs the most skilled and complex turf and ball field facility maintenance tasks involving the exercise of independent judgment and the proper use of a variety of tools, equipment, specialized materials and chemicals. (c d f g h i j k l m o q r)

5. Manages and is held accountable for a maintenance operations budget to support athletic field maintenance activities. (a b h j k n)

6. Coordinates and participates in the maintenance and upkeep of an entire sports field complex which is inclusive of playing fields, bleachers, play equipment, parking lots, snack stand and outside eating area, pump station, landscaped slopes and adjoining facilities suitable for the high level of quality required. (a b c d e f g i j k l m o p q r)

7. Oversees and participates in the maintenance of all turf to its highest potential; utilizes a wide variety of fertilizers, pesticides and herbicides; repairs and adjusts sprinklers as necessary. (a b c d i j l o q r)

8. Provides courteous and expeditious customer service to the general public and City department personnel. (a b h i j k)

9. Operates a variety of power-driven equipment used in grading and construction practices. (c d e f g l k m r)

10. Possesses a working knowledge of pump systems and their general maintenance. (c d g i k m p r)

11. Ensures the adherence to safe work practices and procedures. (a b g j k m)

12. Routinely adheres to and is compliant with City and Department goals and objectives. (a i j l)

13. Performs related work as directed. (a i j l p r)

REQUISITE ABILITIES

The following generally describes the abilities required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

a. Understand and carry out oral and written instructions.

b. Keep accurate records using written or computer format.

c. Use a variety of tools and equipment.

d. Perform heavy manual labor and physically strenuous tasks on a regular basis.

e. Lift 90 pounds on a regular basis.

f. Perform unskilled, semi-skilled and/or skilled tasks in a variety of construction and maintenance activities.

g. Safely operate vehicles, equipment and stationary mechanical equipment and pump systems and make minor adjustments and repairs.

h. Estimate job costs, accurately order supplies, and maintain inventory.

i. Respond to emergency call out and problem situations in an effective manner.

j. Communicate effectively with a variety of personnel, and establish and maintain effective working relationships.

k. Apply policies and procedures.

l. Work independently.

m. Work safely.

n. Assist in planning and enforcing a balanced budget.

o. Properly apply herbicides and pesticides.

p. Meet the physical requirements established by the City.

q. Repair irrigation and sprinkler systems.

r. Inspect, operate, diagnose problems, and perform preventative maintenance and repair work on electric motors, pump systems, engines, compressors, valves, sports lighting panels, irrigation controllers and related equipment.

MARGINAL FUNCTIONS

These are position functions which may be changed, deleted or reassigned to accommodate an individual with a disability.

QUALIFICATIONS GUIDELINES

Education and/or Experience *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Graduation from high school and two years of increasingly responsible experience in ball field and facilities maintenance involving fertilizing techniques, generally accepted horticultural and tree maintenance practices, pesticide application and handling, or two years experience performing duties comparable to a Senior Maintenance Worker in the City of Glendora. The possession of an Associate Degree in horticulture, turf maintenance or related field is highly desirable.

Knowledge and Skill Levels

Considerable knowledge of methods, materials, and equipment used in turf management and irrigation programming; knowledge of the standards, practices, techniques and materials used in baseball field and sports turf maintenance; extensive knowledge of specialized fertilizers, herbicides and pesticides, soils, drainage and irrigation management principals utilized for sports turf maintenance and facilities; appropriate safety precautions and procedures; basic methods of leadership, supervision and training; ordinances and rules involved in truck and heavy equipment operation; general skill in the operation of computers.

Special Requirements

Possession of or ability to obtain a valid Pest Control Applicator License within one year of appointment.

Possession of or ability to obtain a Class C California driver's license and a satisfactory driving record.

Possession of or ability to obtain a Class B California driver's license and a satisfactory driving record, may be required for some assignments.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein 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 job functions.

Environment: Work is performed in an outdoor environment, with exposure to noise, dust, grease, smoke, fumes, gases, cleaning solvents, pesticides, fertilizers, construction equipment, confined spaces, inclement weather conditions and working and/or walking on various types of surfaces including slippery or uneven surfaces and rough terrain.

Physical: Primary functions require sufficient physical ability and mobility to work in a field environment; to walk, stand, and sit for prolonged periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp, and make repetitive hand movement in the performance of daily duties; to climb unusual heights on ladders; to lift, carry, push, and/or pull moderate to heavy amounts of weight; to operate assigned equipment and vehicles; and to verbally communicate to exchange information; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.