

CITY OF RUPERT CLASS SPECIFICATION

PARKS MAINTENANCE OPERATOR

Pay Grade: 8

FLSA Designation: Non-exempt (covered)

Effective Date 01/14/2026

General Statement of Duties

The principal function of an employee in this class is to perform manual work associated with the repair, maintenance and beautification of City parks, restroom facilities or related areas.

Classification Summary

As a Parks Operator, you will assist in enhancing community aesthetics by maintaining clean facilities, open spaces, and the community parks in order to promote community gathering, provide recreation opportunities, support special events and a growing community. Performs related work as required.

The principal function of an employee in this class is to perform manual work associated with the repair, maintenance and beautification of City parks, restrooms or related areas. The work is performed under the direct supervision of a Parks Supervisor. An employee in this class performs duties as required or as assigned by supervisory personnel. The principal duties of this class are performed in an outdoor environment that may involve adverse weather conditions and related hazards.

Examples of Work (Illustrative Only)

Essential Duties and Responsibilities:

- Performs daily maintenance, repair of parks and restroom facilities
- Monitors work assignments for quality, completion, and safe work practices;
- Ensures equipment, supplies, and a sufficient work crew is available at assigned job sites;
- Operates a variety of vehicles and equipment, including but not limited to, mowers, weed whackers, dump trailers, snow machines, grass sweepers, snow removal equipment and related equipment;
- Operates a variety of hand tools and power tools, including but not limited to, sledges, hammers, picks, air compressors, sprayers, and related equipment;
- Performs scheduled and assigned maintenance, repair, and service work on City parks and other open areas
- Mows grass, prunes and cultivates vegetation, applies fertilizer and insecticide;
- Removes debris and other safety hazards from streets, parks and adjacent public areas;

- Performs work duties for park maintenance, including mowing, irrigation installation and repair, weed-eating, pump maintenance, construction, painting, public fountains, landscaping, leaf removal, planting; installation and repair of park and playground equipment for safe operation and play;
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
- Performs all work duties and activities in accordance with City policies, procedures and safety practices.

Other Duties and Responsibilities

- On call after regular hours to respond to emergency situations if needed
- Performs other related duties as required.

Knowledge, Skills and Abilities

Knowledge of:

- Park maintenance methods, practices and procedures;
- Equipment and tool operation and maintenance practices;

Ability to:

- Explain, instruct and follow written and oral instructions;
- Operate power equipment, including but not limited to, groundskeeping equipment, sidewalk snow plowing and sanding, and related
- Establish and maintain effective working relationships with fellow employees, supervisors, City administrators, vendors, contractors and the public.

Acceptable Experience and Training

- High school diploma or GED equivalency is required
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Essential Physical Abilities

- Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to discern verbal instructions and alarm and warning systems, including backup alarms, and communicate effectively with other employees and the public;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions and work orders;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate motor vehicles, including heavy equipment, and

- operate a variety of power and hand tools and to make adjustments to equipment;
- Sufficient strength to lift and carry objects up to 80 pounds;
- Sufficient personal mobility, stamina, flexibility, and balance to perform maintenance and repair operations that require bending, stooping, kneeling, stretching, and other physical exertions in an outdoor environment, including extremes of heat and cold.

All employees of the City of Rupert, including employees in this position, are “at will” employees. The job description/classification specification does not constitute an employment agreement between the City and the employee, and is subject to change by the City as the needs of the City and the requirements of the position change. All employees may be required to perform such other duties as may be requested by their supervisor, department manager or other City official.