



OPEN SPACE TECHNICIAN

Definition

Under general supervision, performs a variety of semi-skilled construction, building and field maintenance duties on Authority properties and facilities, responds to requests and inquires from the public and provides visitor information as necessary; and performs related work as assigned.

Characteristics

This is an experienced maintenance class in which employees receive general instruction or assistance as new or unusual situations arise and work within clear guidelines, operating, procedures and policies. Incumbents in this classification are required to perform the full range of duties as assigned and may direct the work of volunteers on a project-by-project basis.

Examples of Important Responsibilities

The following tasks are typical for positions in this classification. Any single position may not perform all of these tasks and/or may perform similar related tasks not listed here:

- Performs a variety of semi-skilled construction, carpentry, building and field maintenance duties on Authority properties and facilities using hand and power tools, installation and repair of fences, gates, and signs.
- Operates a variety of mechanical equipment such as a chain saws, mowers, sprayers and similar equipment; performs routine maintenance and repair of assigned tools and equipment.
- Performs carpentry, painting, plumbing, electrical, and janitorial duties.
- Performs clean-up and routine maintenance on Authority lands, trails, roads, buildings and other facilities.
- Performs trail maintenance work; clears vegetation and trees; maintains drainage systems, trail bridges, culverts, retaining walls, fences and gates.
- Performs varied resource management tasks or projects, participates in data collection projects as assigned identities habitat concerns; relays information to planning staff.
- Responds to public inquires in a courteous manner; provides information within the area of assignment; resolves complaints in an efficient and timely manner.
- Attends and participates in assigned staff and committee meetings.
- Performs basic record keeping duties.
- Establishes and maintains open communication with other program staff; coordinates activities and works cooperatively in a professional manner.
- May direct the work of volunteers.
- May operate heavy equipment.
- Performs other duties and responsibilities as assigned or directed.

Qualifications

Knowledge of

- Basic operations, services and activities of an open space maintenance and construction program.
- Basic principles and practices of park design, maintenance and construction and park open space resource management.
- Basic methods and techniques of resource protection and enhancement.
- Basic trade skills in plumbing, electrical and carpentry.
- Occupational hazards and standard safety practices.
- Basic record keeping.

License and Certification

- Possession of, or ability to obtain a valid California Driver's license and a satisfactory driving record.

Open Space Authority

Open Space Technician (continued)

- Possession of, or ability to obtain valid CPR and First Aid Certificates.

Physical Demands & Working Environment

The physical demands 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 essential job functions.

Environment: Mainly outdoors, in varying extremes of weather and exposure to poison oak.

Mobility: Walking and/or working over rough, hilly, uneven or unpaved ground and with exposure to natural elements and to perform heavy physical work; strength to lift and carry or lift materials and equipment weighing up to 40 pounds.

Vision: Visual acuity to read computer screens and written documents.

Communication: Speaking, hearing and writing English to exchange information, communicate in person, over the phone and before groups.

Requirements

May be required to work non-regular hours and on weekends.

This is a non-exempt position