



SEASONAL FIELD STAFF

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 entry-level seasonal maintenance class in which employees receive general instruction or assistance 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, 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.
- Responds to public inquires in a courteous manner; provides information within the area of assignment.
- Performs basic record keeping duties.
- Performs other related duties and responsibilities as assigned or directed.
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License and Certification

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

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