

# County of Santa Cruz

INVITES YOU TO APPLY FOR:



## PARK MAINTENANCE WORKER III

Supplemental Questionnaire Required

Open and Promotional  
Job # 23-ME4-02

Salary: \$5,112 – 6,453 / Month

Closing Date: Friday, June 2, 2023

**THE JOB:** Under general supervision, perform maintenance work as a specialist and a lead worker in areas such as landscaping, carpentry, plumbing, irrigation, electrical, and equipment operation and maintenance; plan, assign and review the work of staff performing a variety of skilled, semi-skilled and unskilled tasks in the construction, maintenance and repair of parks, grounds, structures and equipment; and to do other work as required. **The list established will be used to fill the current vacancy and it may also be used to fill other vacancies during the life of the eligible list.**

**THE REQUIREMENTS:** Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain these knowledge and abilities would be:

Two years of experience performing park landscaping, grounds maintenance and repair work at a level comparable to the class of Park Maintenance Worker II.

**Special Requirements/Conditions:** Possession of a valid California Class C Driver License. Possession of a valid California Class A Driver License is required for some positions. Alcohol and drug tests will be administered to all candidates prior to final selection for positions requiring Class A Driver Licenses upon entry and to employees in positions requiring these licenses as mandated by Department of Transportation federal regulations. In addition, all candidates must provide specific employment history for up to the past ten years for all jobs they have held which required operation of a commercial motor vehicle. Possession of a Qualified Applicators Certificate Category B issued by the State of California Department of Pesticide Regulation is required for some positions.

**Knowledge:** Working knowledge of techniques and tools used in one or more of these categories: carpentry, plumbing, irrigation, electrical work, welding, equipment operation, or landscaping and grounds maintenance and repair; the use of hand and power tools used in facilities and grounds maintenance and repair; the safe use of landscape construction equipment (e.g., tractors, mowers, trenchers); the cultivation and care of shrubs, trees, lawns and other plants commonly found in park settings; and Cal-OSHA safety



practices and procedures. Some knowledge of the maintenance and repair of landscape equipment; and the principles and practices of supervision, including the scheduling of work and training of subordinates.

**Ability to:** Assign and review the work of subordinate crews; identify park maintenance and work procedure problems and recommend effective solutions; train subordinate personnel in the procedures of the work; maintain simple records of work performed; interpret plans, blueprints and specifications and make rough estimates of labor and materials needs; perform a variety of skilled and semi-skilled tasks in the construction and maintenance of park facilities and equipment; perform preventive maintenance and minor repairs to power tools, vehicles and equipment; follow written and oral instructions and read and interpret written reports and directions; skillfully and safely operate equipment used in landscape construction; perform tasks in a variety of physical environments; and lift 75 pounds.

**THE EXAMINATION:** Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

**HOW TO APPLY:** Apply online at [www.santacruzcountyjobs.com](http://www.santacruzcountyjobs.com) or mail/bring an application and supplemental questionnaire to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

**Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.**

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require fingerprinting and/or background investigation.

### **PARK MAINTENANCE WORKER III - SUPPLEMENTAL QUESTIONNAIRE**

The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your response must also be included in the Employment History section of the application.

**NOTE: Please answer the question(s) below as completely and thoroughly as possible, as your answer(s) may be used to assess your qualifications for movement to the next step in the recruitment process.**

1. Describe your training and experience in the use, maintenance and repair of power tools, vehicles and general heavy equipment including tractors, mowers and small engines that are commonly used in facilities and grounds maintenance. Include specific examples of any experience using, maintaining and repairing these types of equipment.
2. Describe your experience with skilled trade work in the areas of carpentry, electrical work, irrigation work and tree work.
3. List any special certifications or licenses that you currently hold.
4. Describe your supervisory or lead experience directing, training and mentoring the work of others.

**EMPLOYEE BENEFITS:**

**ANNUAL LEAVE** - 22 days first year, increasing to 37 days after 15 years of service. Available for vacation and/or sick leave.

**HOLIDAYS** - 14 paid holidays per year.

**BEREAVEMENT LEAVE** - 3 days paid in California, 5 days paid out-of-state.

**MEDICAL PLAN** - The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

**DENTAL PLAN** - County pays for employee and eligible dependent coverage.

**VISION PLAN** - County pays for employee coverage. Employee may purchase eligible dependent coverage.

**RETIREMENT** - Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.

**LIFE INSURANCE** - County paid \$20,000 term policy. Employee may purchase additional life insurance.

**DISABILITY INSURANCE** - Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

**DEPENDENT-CARE PLAN** - Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."

**H-CARE PLAN** - Employees who pay a County medical premium may elect this pre-tax program.

**HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA)** - Employees may elect this pre-tax program to cover qualifying health care expenses.

**DEFERRED COMPENSATION** - A deferred compensation plan is available to employees.

**Note: Provisions of this bulletin do not constitute an expressed or implied contract.**

**County of Santa Cruz**

[www.santacruzcountyjobs.com](http://www.santacruzcountyjobs.com)

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