

County of Santa Cruz

INVITES YOU TO APPLY FOR:



PARK MAINTENANCE WORKER I

Supplemental Questionnaire Required

Open and Promotional

Job # 23-ME1-01

Salary: \$4,368 – 5,361 / Month

Closing Date: Friday, December 1, 2023

County Equity Statement

Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion.

Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.

THE JOB: Under general supervision, perform semi-skilled landscaping, construction, maintenance and repair tasks related to park development and maintenance; clean and maintain park buildings; and do related work as required. **The list established will be used to fill current Extra Help vacancies¹ 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:

**No specific training or experience is needed to qualify for this level
(On the job training will be provided)**

Special Requirements: License Requirement: Possession of a valid California Class C Driver License.
Special Working Conditions: Variable temperatures and weather conditions which will include exposure to sun; confined work spaces; heights, such as on ladders, scaffolding and roofs; strong and unpleasant odors and fumes; noise; exposure to allergens such as poison oak, pollen, and bee stings; the possibility of



exposure to infections which might cause chronic disease or death; and the possibility of exposure to toxic substances or chemical irritants.

Other Special Requirements: Availability to work a flexible schedule, including evenings, weekends, holidays, and for emergencies, as needed.

Knowledge: Some knowledge of the proper use and care of hand and power tools; the basic operations, tools and terms used in the grounds maintenance trades.

Ability to: Perform heavy manual labor which entails frequent lifting and carrying of heavy/bulky items such as construction materials, bags of cement, jack hammers, picnic tables, pesticide sprayers, backpack blowers, and full garbage cans which weigh up to 75 pounds; operate and use hand and power tools; perform a variety of semi-skilled tasks, which require manual dexterity such as dismantling and repairing sprinkler heads; follow written and oral instructions; read simple plans and blueprints; make simple arithmetic computations; maintain accurate records; interact effectively with others; perform a variety of semi-skilled and unskilled tasks in the construction, maintenance, and repair of park facilities, grounds and equipment; assign work and train others on specific assignments; read and interpret written reports and directions; perform preventive maintenance and minor repairs to power tools and vehicles; distinguish colors to perform tasks such as electrical wiring and matching paints; distinguish sounds such as warning signals, approaching vehicles, and persons speaking at varying levels in noisy environments.

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 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 I – 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 experience installing & maintaining irrigation systems and with landscape maintenance.
2. Describe your training and experience operating hand and power tools and motorized equipment.

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.

¹ Extra-help employees receive a \$2.00 / Hour differential and do not receive benefits. Extra-help employees cannot work more than 999 hours in a fiscal year and are covered by Social Security. Extra-help employees are used for employment on short-term projects; on a seasonal basis to meet recurrent work peaks; employment on an as-needed basis to meet peak workload, emergency, or other unusual situations.

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

County of Santa Cruz

www.santacruzcountyjobs.com

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