City of Santa Fe, New Mexico
P.O. Box 909, 200 Lincoln Ave
(505) 955-6597 Fax (505) 955-6810
www.santafenm.gov

Recruitment Announcement # 2018-179

POSITION TITLE	**Parks Median Maintenance Laborer (10 Positions)**	**SALARY RANGE:**	**$11.090**
DEPARTMENT	**Parks and Recreation**	**FLSA/UNION STATUS:**	**Covered/ Nonunion**
PERIOD TO APPLY:	**Open Continuous**	**POSITION STATUS:**	**Temporary/ Full-Time**
SUPERVISOR:	**Gary Varela**	**LOCATION:**	**Parks**

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GENERAL DESCRIPTION

Performs a variety of unskilled and semi-skilled tasks.

SUPERVISION RECEIVED

Works under the general guidance and direction of a Parks Supervisor and/or Parks Superintendent

SUPERVISION EXERCISED

None

NATURE OF WORK

***Essential Functions*:** *The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.*

Provides manual assistance to semi-skilled workers in various activities.

Performs unskilled labor tasks in building, repairing and maintaining City property.

Digs and works trenches.

Operates power tools and light equipment.

Assists in restoring, replacing and repairing landscaping, fences, and City structures above and below ground.

May serve as a messenger/courier.

Minimum Qualifications

Education and Experience

Some experience in manual labor and/or building/park maintenance work.

Additional Requirements

Must have a telephone in the residence or be available by another effective means of communication as approved by the supervisor. Possession of a valid driver's license with no restrictions is preferred.

Knowledge, Skills, and Abilities

Basic Knowledge of materials, methods, and tools involved in construction and parks maintenance.

Skill in developing and maintaining effective workplace relationships.

Ability to follow verbal and/or written instructions; perform heavy manual labor; use hand, power, and other appropriate tools and/or equipment.

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Physical Demands/Work Environment

Work is performed outdoors under inclement weather conditions at any time of the day or night, and irregular and extended hours may be required. This position is routinely exposed to loud noises, vibration, fumes, odors, dust, infectious agents (germs, viruses, bacteria, etc.) and is subject to minor injuries such as cuts, scrapes, bruises, animal or insect bites, allergens, pesticides, herbicides, gases, fumes and sprays. This position requires the ability to lift and/or move, lift and carry 50 pounds and perform strenuous work involving bending, twisting, reaching, lifting, climbing, squatting, and rapid movement. Specific vision abilities required by this job include: close vision, distance vision, color vision, peripheral vision, and depth perception. The ability to hear and speak is required. Weekend, holiday, night and shift work may be required.

ADA/EEO Compliance

The City of Santa Fe is an Equal Opportunity Employer. In compliance with the American's with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

VETERAN'S HIRING INITIATIVE

Pursuant to City of Santa Fe Resolution No. 2013-079, the City of Santa Fe Human Resources Department (HRD) has implemented a Veterans' Hiring Initiative policy in order to provide opportunities for veterans who meet or exceed the minimum qualifications for city employment to obtain City employment. The Governing Body does not guarantee that a veteran shall be hired for the position being applied for, only that the veteran will be given an interview; and, it does not intend to supersede or modify any collective bargaining agreement that is currently in place with the City of Santa Fe.
Job applicants who are veterans who have an honorable discharge from the military or are members of the National Guard or Reserve who have successfully completed basic training, must use the Veteran Certification Form to identify themselves and then must attach a copy of their DD214 or DD215 and/or their proof of current Active, Guard or Reserve enlistment in order to certify their status.

TO APPLY: Resumes will not be accepted in lieu of the city application form. Submit City of Santa Fe Application by one of the following methods: Fill out application at Human Resources Department, City Hall, 200 Lincoln Avenue, Santa Fe, NM; mail application to P.O. Box 909, Santa Fe, New Mexico 87504-0909; or fax application to (505) 955-6810. Applications may be downloaded from our website: www.santafenm.gov**; or apply online at** www.santafenm.gov. Applications become public record upon receipt and may be made available for public inspection upon request.

When required of the position, attach a copy of certification(s) or license(s). Copies of high school diploma/GED & college degree must be provided at time of interview. Pre-placement physical exams are required for some positions. ***Incomplete applications may delay or exclude consideration of your application.***