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Class Specifications  
for the Class:

PARK MAINTENANCE SUPERVISOR II

Duties Summary:

Organizes, directs and coordinates State parks operations and maintenance in a county-wide district involving two or more widely separated crews; performs various general support functions; and performs other duties as required.

Distinguishing Characteristics:

A position in this class is located in a highly developed district of the State's parks program, and is responsible for the conduct of operations and maintenance activities under the general supervision of a Parks Superintendent in overall charge of operations, maintenance and construction. Two or more parks maintenance crews are supervised which have their base of operations in widely separated locations. In addition, a position in this class performs various general support functions in assisting the Parks Superintendent such as pricing and purchasing of equipment, arranging for major equipment repairs, and distributing equipment.

Examples of Duties:

Directs the maintenance of roads, trails, parking areas, camp sites and picnic grounds beach areas, lookouts and other sites of scenic or historical interest, cabins, restrooms and a marina and related structures; directs landscaping and similar projects, and the maintenance of planted areas; may direct general construction work in the erection of fences, work barriers, guard rails and similar structures; organizes work projects, makes work assignments and evaluates work progress; directs the operation of an information center to service visitors, and instructs subordinates in this function; inspects park areas and coordinates enforcement of traffic and other parks rules and regulations; oversees summer hires utilized in maintenance and operations activities; arranges for major equipment repairs, and conducts purchasing and related activities; prepares reports and maintains operational records; and selects and trains subordinates and evaluates their work.

Knowledge and Abilities Required:

Knowledge of: The operation and maintenance of park facilities and equipment; the maintenance of landscaped areas; common animal and plant life in the assigned

areas and historical sites; methods and tools pertinent to the work; and principles and practices of supervision.

Ability to: Organize, direct and coordinate parks operations and maintenance work in an assigned county-wide district; meet and deal with the public in a courteous manner, and enforce State laws and regulations pertaining to parks; operate light and medium motorized equipment; give and receive written and oral instructions; and keep simple records and prepare operational reports; and train subordinates and evaluate their work.

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This is the first specification for the new class PARK MAINTENANCE SUPERVISOR II (initially titled PARK MAINTENANCE FOREMAN II).

DATE APPROVED: 8/10/70

/s/ David K. Luke, Jr.  
for JAMES H. TAKUSHI  
Director of Personnel Services