

PARK CUSTODIAN/SECURITY OFFICER

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving responsibility for the efficient and economical maintenance of the County Park. Incumbent is responsible for non-uniformed safeguarding of the County Park premises, its buildings and equipment, in addition to performing minor repairs to park buildings and equipment as needed. Work is performed independently with general direction received from higher level Highways, Facilities, and/or Parks administrators or staff. Supervision of others is not a duty of this position. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Performs surveillance of the County Park, which may include nights and weekends;
Investigates unusual or suspicious conditions or activities and reports to appropriate authorities;
Reports all trespassers in the County Park, as appropriate;
Answering questions, gives directions and other information, communicates and enforces park rules;
Checks for fire and safety hazards;
Checks vehicles for unauthorized parking;
Serves as gate-keeper as needed;
Checks park passes or permits for vehicles or group use, as necessary;
May collect permit fees;
Performs routine maintenance repair tasks to park structures and equipment;
Assists with dispersing geese from County Park property;
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Knowledge of the common practices, tools, terminologies and accident precautions used in performance of simple maintenance, upkeep and repair tasks; familiarity with first aid techniques; ability to use a variety of common hand and minor power tools; ability to follow oral and written directions; ability to deal with the public effectively; sound judgment, good powers of observation and memory; mental alertness.

MINIMUM QUALIFICATIONS: Either

- a) Graduation from high school or possession of a comparable diploma; or
- b) Four (4) years of responsible work experience in grounds and building maintenance and/or operations; or
- c) An equivalent combination of training and experience.

SPECIAL REQUIREMENT:

Access to transportation is required to perform field work responsibilities in a timely and efficient manner.