

POSITION DESCRIPTION

Position Title: Parks Mechanic II
Department: Parks and Recreation
Division: Parks
FLSA: Non-Exempt
Retirement: KPERS
Effective Date: September 19, 2025

GENERAL PURPOSE

Performs skilled trades work in the repair of tractors, mowers, gasoline and diesel engines, vehicles, trailers, tractor mounted and towed equipment, and all other types of equipment associated with a large grounds maintenance operation. Operates all maintained equipment as well as weld, operate heavy equipment, and accomplish general grounds maintenance operations.

SUPERVISION RECEIVED

Works under the general supervision of the Parks Foreman. Work is performed with wide latitude for the exercise of independent judgement and action within established policies and procedures.

SUPERVISION EXERCISED

May act as supervisor for Parks Technician I, temporary employees, community service workers, and other Parks department employees in training, maintenance and servicing equipment as needed. May serve as Park Foreman during his/her absence.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Duties listed below do not include all tasks which may be performed.)

- Performs mechanical repairs of tractors, bobcat, mowers, string trimmers, chainsaws, small engine, transmissions, hydraulics, and gas and diesel engines of Parks & Recreation Department vehicle fleet.
- Plans, carries out and evaluates preventative maintenance schedules for all vehicles and mechanical equipment, either personally or through outside vendors.
- Replaces or disassembles and rebuilds engines; makes necessary repairs and adjustments; replaces worn or defective parts.
- Diagnoses, troubleshoots, and repairs transmissions, electrical, and brake systems using diagnostic tools and equipment; performs road tests to observe operation of vehicle/equipment and all systems.
- Performs major and minor repairs, replacement, and/or rebuilding of engine and engine components such as head gaskets, injection pumps, injectors, transmissions or transmission components, and electrical components.
- Performs moderate to complex welding tasks to include on-site metal fabrication and repair, brazing, soldering, welding, etc.
- Conducts various analyses and inspections of vehicles and mechanical systems to determine the most cost-effective means of maintenance, repair or replacement.
- Orders, receives, and inventories parts, supplies, and equipment for automotive and equipment repair operations.
- Assists in the training of employees in the maintenance and operation of equipment and/or supervision of lower level employees.
- Oversees the safety of assigned workers by instructing individuals in proper safety procedures and monitoring work in progress.
- May serve as lead worker to mow and maintain parks and open spaces such as ballfields; mows weeds and cuts brush; cleans and maintains facilities; installs and maintains sprinkler systems.
- Assists in the maintenance of municipal swimming pools.

- Carries out seeding, fertilizing, top dressing, conditioning, watering, pest control of parks and open spaces. Plants trees, lawns, shrubs and flowers.
- Operates tractors, mowers, stump cutter, tree spade, bobcat, and all types of motorized equipment and hand tools.
- Assists in the preparation of bid specifications for vehicles and mechanical equipment
- Assists with constructing of park and recreation facilities.
- Maintains records, prepares reports and other specialized maintenance records of vehicles, equipment and additional components.
- Keeps records of work completed.

PERIPHERAL DUTIES

- Assists Street Department in City-wide snow removal operations as well as snow removal operations for the Parks Department.
- Serves on various employee or other committees as assigned.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS

Education and Experience:

1. Graduation from high school or GED equivalent;
2. Minimum of two years' experience in repair and maintenance work on vehicles and/or equipment;
3. Minimum of two years' experience with equipment operation; and
4. Possess a valid driver's license at time of application (and maintain for duration of employment) and meet insurability standards under fleet insurance policy.

Necessary Knowledge, Skills and Abilities:

- A. Thorough knowledge of automotive mechanics; Considerable knowledge of gas and diesel engines, transmissions, hydraulics, and welding; Knowledge and ability to repair and maintain internal combustion engines and all types of grounds maintenance equipment; Working knowledge of all hazards and safety precautions common to municipal maintenance and repair activities; Working knowledge of the practices, methods, materials and tools used in modern equipment maintenance; Knowledge of heavy equipment and grounds maintenance equipment operation; General knowledge of all facets of turf and tree maintenance.
- B. Skill in the operation and maintenance of all listed tools and be able to instruct others in the maintenance and operation of these tools.
- C. Ability to operate heavy equipment and grounds maintenance equipment; Ability to withstand prolonged exposure to variable weather conditions; ability to perform manual tasks involving physical strength (lifting up to 50 pounds) and endurance under weather conditions ranging from extreme cold to extreme heat; ability to walk/stand for long periods of time.
- D. Ability to establish and maintain effective preventive maintenance programs, policies and procedures; Ability to work independently and complete activities according to work schedules; ability to communicate effectively both orally and in writing.
- E. Ability to use equipment and tools properly and safely; ability to understand, follow, and transmit written and oral instructions; ability to establish and maintain effective working relationships with employees, supervisors, vendors and the general public.

SPECIAL REQUIREMENTS

- Must obtain Class A CDL certification within one (1) year of hire and maintain for duration of employment.
- Must obtain First Aid/CPR/AED Certification within 6 months of hire and maintain for duration of employment.
- Subject to immediate call outs during snow, storm, or other emergencies.

DESIRABLE QUALIFICATIONS

Certified Small Engine Mechanic; Certified Diesel Mechanic; Certified Welder; Certified in hydraulics

TOOLS AND EQUIPMENT

Power and hand tools and equipment for vehicle and mechanical system work; mechanic's tools including jacks, hydraulic lifts, air tools, and other tools required for minor repairs and routine maintenance of motorized vehicles; electronic vehicle diagnostic equipment; Pickup truck, dump trucks, and heavy equipment; lawn and landscaping equipment including tractors, mowers, aerators, chainsaw, weed trimmers, welders, electric motors, pumps, sprinklers, irrigation systems; miscellaneous hand and power tools for turf maintenance; swimming pool equipment including chlorination systems, pumps, boiler, valves, filtration devices, gauges, etc.; and all types of mechanical tools used in performance of equipment repair; personal computer, calculator, phone; mobile or portable radio.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel, or operate objects, tools, or controls. The employee is occasionally required to sit; climb; or balance; stoop, kneel, crouch or crawl, talk and hear, and operate heavy equipment.

The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perceptions, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee occasionally works in high, precarious places and is frequently exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and vibration.

The noise level in the work environment is usually loud.

SELECTION GUIDELINES

Formal application and review of qualifications/education/experiences; testing which may include: written and/or practical examination, oral interview; final selection, background investigation, reference check and post-offer medical examination to include a drug screen; and other job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.

APPROVAL AUTHORITY:

Department Head

Date

HR Director

Date