



**MAINTENANCE AIDE (SEASONAL) (\$11.25 - 13.15/HOUR) - SIERRA DISTRICT / LAKE TAHOE SECTOR / KINGS BEACH STATE RECREATION AREA**

The reporting location for this position is the Maintenance Shop in Tahoe City, Placer County. The Maintenance Aid works under the supervision of a Park Maintenance Supervisor.

The tasks include but are not limited to housekeeping and minor maintenance repairs of public grounds and structures. They may assist permanent park personnel with more technical and/or difficult unskilled manual tasks and work as part of a crew on labor-intensive projects. Two shifts are available. The normal work hours are 7:00 a.m. to 3:30 p.m. or 2:00 p.m. to 10:30 p.m., five days per week. Weekends, holidays and overtime during special events will be required.

The purchase and wearing of a State Park uniform will be required. State Park grooming standards must be met. Driving a State vehicle in accomplishing the above tasks will be necessary. This position requires a valid Class C license. Please provide proof of eligibility with application.

**State housing is not available.** For further information regarding this position, please contact **Mike McBride** at (530) 582-7895 or [john.mcbride@parks.ca.gov](mailto:john.mcbride@parks.ca.gov).

Please send your Standard State Application, Form 678, to the contact address listed below. Please note the position number on the application and include any necessary documentation required to be eligible for the job. [www.parks.ca.gov](http://www.parks.ca.gov)

**Kings Beach SRA Maintenance**

**Attn: Mike McBride**

**12593 Donner Pass Rd**

**Truckee CA 96161**

**Position Details**

**Job Code #:** JC-106013

**Position #(s):** 549-687-0987-901

**Classification:** MAINTENANCE AIDE (SEASONAL) \$11.25 - \$13.15

**# of Positions:** 6

**Work Location:** Placer County

**Facility:** Sierra District/Donner

**Department Website:** [www.parks.ca.gov](http://www.parks.ca.gov)



## Duty Statement

☐ CURRENT ☒ PROPOSED ☐ STANDARD

Division	Classification	Position Number
Northern	Maintenance Park Aide (Seasonal)	549-683-0987-901
District/HQ Section	Working Title	CBID
Sierra	Maintenance Park Aide (Seasonal)	R12
Sector/HQ Unit	Reporting Location	Incumbent
Lake Tahoe North	Donner SP	
State Housing (only check if required)		Supervisor Classification
<input checked="" type="checkbox"/> Required		Park Maintenance Supervisor

### Position Description

The Maintenance Park Aide works under the direct supervision of Senior Maintenance Park Aide or Permanent Park Maintenance Worker. The tasks include but are not limited to housekeeping and minor maintenance repairs of public grounds and structures. They may assist permanent park personnel with more technical and/or difficult tasks and work as part of the crew on labor intensive projects. The normal reporting station for this position is the maintenance shop at the assigned unit. The normal work hours are 0700 to 1530, up to five days a week.

The purchase and wearing of a State Park uniform will be required. State Park grooming standards must be met. Driving a State vehicle in accomplishing the following tasks may be required.

### Essential Functions

Percentage	Task
80%	<b><u>HOUSEKEEPING</u></b> Cleans vehicles, restrooms, showers, camp stoves, fire pits, picnic tables, and campsites, litter pickup, and general park grounds cleanup.
10%	<b><u>FACILITY MAINTENANCE</u></b> Assists with paint preparation and painting; repair of broken or defaced tables, food lockers, signs, window glass; digs trenches to lay or repair utility lines; cleans and weatherproofs roofs; does masonry work; trail cleaning and repair; constructs and repairs fences, and other minor maintenance tasks as the need dictates. May do landscaping and lawn care including mowing, watering, fertilizing, reseeding or aerating
3%	<b><u>RESOURCE PROTECTION</u></b> Assists with the removal of dead and downed trees, stumps and debris. Participates as crew member in rodent and vegetation management.
2%	<b><u>INTERPRETATION</u></b> Receives interpretive information regarding the natural and cultural history of the area in which they are working, as well as an understanding of the philosophy and working of the California State Park System, enabling them to provide proper information to the visiting public.

### Marginal Functions

Percentage	Task
5%	Performs other job related duties as necessary for operational continuity.

**Typical Working Conditions****Special Requirements**

NONE

*The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with this classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods or to otherwise balance the workload.*

**Supervisor Statement**

*I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties of this position with the employee and provided the employee a copy of this duty statement.*

Supervisor Name (PRINT or TYPE)	Supervisor Signature	Date

**Employee Statement**

*I certify I have read, understand and can perform the duties of this position either with or without reasonable accommodation. I have discussed these duties with my supervisor and have been provided a copy of this duty statement.*

Employee Name (PRINT or TYPE)	Employee Signature	Date

Revised Date: 10/28/2016