

Position Purpose

Performs a variety of complex maintenance and construction tasks within an assigned department, division or work unit. Ensures work quality and adherence to established policies and procedures. Assists training and monitoring lower level employees.

Principal Responsibilities/Duties/Functions/Tasks

- Performs a variety of grounds and maintenance activities in the completion of assigned divisional services and operations. Works with department crews as assigned by supervisory personnel in irrigation installation, maintenance, and repair or equipment operation.
- Identifies equipment needs for each assigned project. Maintains equipment and monitor small crews at jobsite.
- Identifies maintenance and repair needs for grounds and equipment. Performs identified work and reports maintenance and repair needs to appropriate supervisory staff. Performs preventive maintenance on equipment as assigned. Inspects equipment before use and completes daily operations reports and timesheets as assigned.
- Assists in maintenance and repair of automatic and manual irrigation systems; installs and expands new and existing irrigation systems.
- Performs maintenance and grounds keeping duties, which include mowing, performing minor fence repair; applying pesticides and fertilizers; and, operating and maintaining power-driven equipment, i.e. tractors, large turf mowers, reel mowers, etc.
- Assembles and disassembles traffic control pylons, fences, barriers, and signs.
- Assists with traffic flow throughout the garden as assigned.
- Cleans debris from ditches, culverts and creek beds; collects and hauls trash, garbage, debris, dirt, sand and gravel; and, backfills jobs as required.
- Cleans and maintains tools, vehicles, and equipment. Completes strenuous repairs.

Supervisory Responsibility - None

Position Type, Expected Hours of Work, Travel

This is a full-time position with regular work hours scheduled Monday through Friday, between 6:00 a.m. and 4:00 p.m. Working on holidays may be required. Local daytime travel may be required.

Flextime is a work schedule arrangement that may or may not be appropriate for this position.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Employee may be exposed to moving mechanical parts, odors, dusts, poor ventilation, extreme temperatures, inadequate lighting, intense noises, gases, vibrations, chemicals, oils, and workspace restrictions. Employee will be expected to perform manual labor tasks in extreme weather conditions.

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. While performing the duties of this job, the employee is regularly required to see, talk or hear. The employee frequently is required to stand, walk, climb, balance, stoop, kneel, crouch, push, pull and lift. Position requires use hands to finger, handle or feel; reach with hands and arms; and may use repetitive motions.

Employee can expect to be required to exert up to 100 pounds of force occasionally, up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly having to move objects.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

Special Position Requirements

- Employee must maintain current Texas Driver's License and auto-related liability insurance.
- Possession of, or ability to obtain, an appropriate certification or license may be required depending on assignment
- Employee is required to undergo a physical exam to assess whether the person is able to perform the duties of the position with or without accommodation.
- Due to consideration for safety, the job responsibilities for this position may require a drug screening test to be carried out in compliance with applicable state and federal laws.

Required Education and Experience

- High School diploma/GED and three years of general maintenance and/or construction experience
- Knowledge of operation and maintenance requirements of power-driven equipment and a variety of manual tools
- Knowledge of proper techniques and uses of a variety of hand and power tools and machinery with ability to operate various tools, assigned equipment, and heavy equipment
- Education in the principles and practices of irrigation systems with ability to maintain, install and repair irrigation systems as assigned
- Experience in maintenance and grounds keeping tasks
- Knowledge of proper pesticide and fertilizer application, if applicable
- Experience in basic methods and techniques of general construction, maintenance and repair, with ability to perform skilled construction and maintenance tasks
- Knowledge of occupational hazards and standard safety practices
- Experience interpreting and explaining policies and procedures
- Experience reading drawings and schematics
- Knowledge of general departmental policies and regulations

Additional Eligibility Qualifications

- Organized with ability to manage time, and plan and prioritize work
- Ability to monitor assigned activities and operations

- Observation skills
- Ability to communicate clearly and effectively, both orally and in writing; prepare clear and concise reports; and understand oral and written instructions
- Skilled at effectively training lower-level personnel
- Physically able to perform strenuous manual labor tasks related to assigned responsibilities
- Ability to establish and maintain effective working relationships

AAP/EEO Statement

BRIT is committed to a policy of equal employment opportunity. See Employee Handbook for detailed policy.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.