

COUNTY OF SOLANO

PARK RANGER ASSISTANT

DEFINITION

Under general supervision, performs routine grounds maintenance work in County parks; learns techniques and procedures to keep parks clean and safe; performs related duties as required.

CLASS CHARACTERISTICS

This is the trainee and entry level in the Park Ranger series. Incumbents learn how to (1) use the proper tools in performing maintenance and (2) enforce County Parks regulations. Incumbents also receive First Aid, Cardiopulmonary Resuscitation (CPR) and Penal Code 832 training.

EXAMPLES OF DUTIES

Depending on assignment, duties may include but are not limited to the following:

1. Plants, waters, fertilizes and prunes trees, bushes and flowers using garden tools and hoses; mows lawns using push or rider mower; trims lawns with hand trimmers; sets out sprinklers to water lawns and other vegetation. Dig water rings around trees and shrubs using a shovel; replace broken water pipes using saws, shovels, chemical sealants and glues.
2. Cleans restrooms using brushes and disinfectants; hoses down restroom walls and floors; replaces light bulbs which requires using a ladder.
3. Patrol park grounds in a vehicle and/or on foot; explain and enforce park rules/regulations; answer questions and assist the public who are using the park, as necessary; check vehicles for proper fee receipts.
4. Collects fees either at the gate or at each campsite; makes changes; prepares deposits after counting all receipts and money from camping and day-use fees.
5. Collects garbage and litter in campgrounds and picnic areas using bags and a vehicle. Cleans and sweeps tool shop and toll building and clean grills and picnic tables using brooms, sponges and towels; maintain roads, trails and walks using shovels, rakes and brooms.
6. Construct and/or repair carports, broken fences, campsite posts and other wooden objects using shovels, picks, screwdrivers, hammers, nails and carpenters level. Makes wooden signs to inform the public of park regulations; uses basic carpentry tools and techniques.

EXAMPLES OF DUTIES (Continued)

7. Performs routine maintenance and safety checks on equipment and vehicles such as changing/sharpening lawn mower blades. Learn First Aid, as well as arrest and search procedures.

QUALIFICATION GUIDELINES

EDUCATION AND/OR EXPERIENCE

Any combination of experience, education and training which demonstrates possession of and competency in requisite knowledge, skills and abilities.

KNOWLEDGE/SKILLS/ABILITIES

Considerable knowledge of basic arithmetic.

Working knowledge of the mission of County Parks Department.

Skill in driving a 4-wheel drive auto and truck with either an automatic or standard transmission both on paved or dirt roads at varying speeds and conditions including driving in park areas of very rough terrain; proper and safe operation of a small tractor and riding lawn mower.

Ability to learn how to properly care for trees, bushes, lawns, roads, trails, walkways, picnic areas and campsites; learn how and when to plant trees, flowers, grass and bushes; learn to properly and safely operate water sprinklers and couplers, push and riding lawn movers, router, hand and power tools used in gardening and light construction; learn to use chemical disinfectants properly and safely; learn and follow park rules and regulations; explain and enforce rules and regulations; present a friendly and helpful image to the public; write and speak clearly and in a manner understood by the public and other employees; complete assignments correctly and on time; observe and remember license numbers, colors, incidents, vehicles in the event of a violation of rules or of the law; lift lawn mower, change blades and oil on the mowers; lift and carry heavy posts, garbage bags and items used in maintenance and construction; exhibit hand to eye coordination needed to operate a variety of hand and power tools; demonstrate tact, courtesy and reasonableness while explaining and/or enforcing park regulations.

SPECIAL REQUIREMENTS

Possession of a valid California Class III driver's license is required.

Successful completion of a thorough background investigation is required.

SUPPLEMENTAL INFORMATION

Bilingual skills may be required for some positions.

Incumbents in this class should have successfully completed First Aid, Cardiopulmonary Resuscitation (CPR) and Penal Code 832 training, and should demonstrate necessary knowledge and abilities to be promoted to Park Ranger within one year of appointment.

Incumbents may be required to work evenings, nights, weekends and holidays; and may be required to take vacation during low park usage months.

Incumbents must work outdoors in all types of weather conditions.