

Skill Certification Manual Worksheet

Park Maintenance Technician

Skill Number 00003000 Park Operations Basic Departmental Tools

Category Tools&Equipment ***Zone*** 1 ***Subzone*** 1 ***Recert. Mths*** 0

To Do

- 1 Basic knowledge of departmental basic tools (push mower, weed eater, chain saw, blower, edger, hedge trimmer, etc.)
- 2 Basic maintenance knowledge of department basic tools
- 3 Knowledge to check and how to mix fluids (oil and/or gasoline) if necessary
- 4 Knowledge to clean and properly store basic department tools

Conditions

- Upon completion of safety training
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Training Room
- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003003 Club / Utility Vehicle

Category Tools&Equipment *Zone* 1 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge to check for fluid levels and how to lubricate if necessary
- 2 Knowledge to perform a pretrip vehicle inspection (ie: battery, tires, brakes, etc.)
- 3 Knowledge of different types of club/utility vehicle
- 4 Knowledge of who to contact for necessary repairs

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003025 How to drive a department pick up truck

Category Tools&Equipment **Zone** 1 **Subzone** 1 **Recert. Mths** 0

To Do

- 1 Knowledge to perform a pre-trip check list
- 2 Knowledge of different sizes of departmental pick-up trucks
- 3 Knowledge to secure loads/tie down on truck bed
- 4 Knowledge of how to operate a 4 wheel drive truck

Conditions

- Given a CMMS work order
- city issued drivers card
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 3

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003061 Texture Gun

Category Tools&Equipment *Zone* 1 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge to perform a pre-check inspection and after use cleanup of equipment
- 2 Knowledge of how to attach the equipment to the compressor
- 3 Knowledge of how to pre-mix the material
- 4 Knowledge of how to apply mixture to surface depending on job requirement.

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- shop
- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003086 Beach Trash Routes

Category Operations *Zone* 1 *Subzone* 3 *Recert. Mths*

To Do

- 1 Knowledge of beach trash routes
- 2 Knowledge to pick up debris along beach trash route
- 3 Knowledge of reporting damaged trash receptacles to appropriate personnel
- 4 Knowledge of how to position personnel on trash vehicle during trash pick up
- 5 Knowledge and purpose of levers in vehicle used for compacting

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003012 Crimping Tool used for Irrigation work

Category Tools&Equipment **Zone** 1 **Subzone** 3 **Recert. Mths** 0

To Do

- 1 Knowledge of what and why the tool is used for
- 2 Knowledge of electrical wiring (ie: different sizes or different guages)
- 3 Knowledge of splicing electrical wiring
- 4 Knowledge to ensure electric power is off
- 5 Knowledge of its different purposes

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 3

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003013 Basic Irrigation Tools

Category Tools&Equipment **Zone** 1 **Subzone** 3 **Recert. Mths** 0

To Do

- 1 Knowledge of different types of basic tools used for irrigation (ie: wrenches, ratchet sockets, wire-cutters, etc.)
- 2 Knowledge of specific use for those tools

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field
- Training Room

Training Resource Required

- Internal Training

Minimum Number of OJT 0

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003083 Fuel Transfer Pump

Category Tools&Equipment *Zone* 1 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge to perform a pre and post trip inspection of pump/tank
- 2 Knowledge to observe departmental safety precautions
- 3 Knowledge of department procedures pertaining to documentation of fuel tickets
- 4 Knowledge of department procedures pertaining to how to treat and report hazardous spills

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003042 Parks - Bedding Landscape

Category Operations **Zone** 1 **Subzone** 4 **Recert. Mths** 0

To Do

- 1 Knowledge of proper equipment to use
- 2 Knowledge of different techniques per different types of venation
- 3 Knowledge to observe appropriate safety standards per different types of venation pruning
- 4 Knowledge of how and when to plant and care and prune the venation
- 5 Knowledge of "dressing up", repairing and replacing venation

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 15

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003085 Portable toilet Maintenance

Category Operations *Zone* 1 *Subzone* 4 *Recert. Mths* 0

To Do

- 1 Knowledge to sweep inside the unit
- 2 Knowledge of what chemicals used to clean the unit
- 3 Knowledge of what equipment is used when cleaning the unit
- 4 Knowledge of how to relocate the unit, set it, and level it
- 5 Knowledge of how to make minor repairs to unit
- 6 Knowledge of supplies needed in the unit depending on maintenance schedules

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003016 Concrete Finishing Machine - Hand Tool

Category Tools&Equipment *Zone* 1 *Subzone* 4 *Recert. Mths* 0

To Do

- 1 Knowledge of machine use and it's purpose
- 2 Knowledge of different types of attachments (floats, trowels, edgers, etc.)
- 3 Knowledge of different application techniques
- 4 Knowledge of different tools in relation to cement status and type of cement finish

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003019 PropaneTorch

Category Tools&Equipment *Zone* 1 *Subzone* 4 *Recert. Mths* 0

To Do

- 1 Knowledge of different kinds of propane torches
- 2 Knowledge of different temperatures per the different types of material
- 3 Knowledge of different heating applications for different types of metals
- 4 Knowledge of different tips to utilize
- 5 Knowledge of how to turn on and off different torches.

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field
- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003026 Pulling Trailers

Category Tools&Equipment *Zone* 1 *Subzone* 4 *Recert. Mths* 0

To Do

- 1 Knowledge of how to attach trailer to a tow vehicle
- 2 Knowledge of how to hook up lights and safety chains and inspect to ensure hook up is correct
- 3 Knowledge of different types of trailer hitches
- 4 Knowledge of correct tie down procedures
- 5 Knowledge of different types of trailers
- 6 Knowledge to perform a pre-trip checklist
- 7 Knowledge of proper loading and unloading procedures

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003040 General Pruning at Golf Course

Category Operations *Zone* 1 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of proper equipment to use
- 2 Knowledge of different techniques per different types of vegetation
- 3 Knowledge to observe appropriate safety standards per different types of venation and surroundings

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003041 Pruning Trees at Golf Course and Parks

Category Operations *Zone* 1 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of proper equipment to use
- 2 Knowledge of different techniques per different types of trees
- 3 Knowledge to observe appropriate safety standards per different types of venation and surroundings
- 4 Knowledge of minimum height requirement of tree

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003043 Parks - Shrub Landscaping and Pruning

Category Operations **Zone** 1 **Subzone** 5 **Recert. Mths** 0

To Do

- 1 Knowledge of proper equipment to use
- 2 Knowledge of different techniques per different types of venation
- 3 Knowledge to observe appropriate safety standards per different types of venation pruning
- 4 Knowledge of how and when to plant and care and prune the venation
- 5 Knowledge of "dressing up", repairing and replacing venation

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003056 Circular Saw

Category Tools&Equipment *Zone* 1 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of departmental safety precautions
- 2 Knowledge to perform a pre-check inspection and after use cleanup of equipment
- 3 Knowledge of machine capabilities in relation to machine size and material being cut
- 4 Knowledge of how to replace blades
- 5 Knowledge of different blades and cutters in relation to work assignment
- 6 Knowledge of how to stabilize the material
- 7 Knowledge of how to properly feed the material into the machine
- 8 Knowledge of how to use machine for a miter cut

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field
- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003037 Maintenance/Upkeep of "Hazard" area at Golf Course

Category Operations *Zone* 2 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge of different types of "Hazard" areas in a golf course
- 2 Knowledge of proper equipment to be used per the different "Hazard" areas
- 3 Knowledge of maintenance schedule

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003006 Ryan Sod Cutter

Category Tools&Equipment *Zone* 2 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge to adjust levers/handles to desired depth of cut
- 2 Knowledge to check for fluid levels (ie gasoline and oil)
- 3 Knowledge of different oils for different areas of machine needing lubrication
- 4 Knowledge of how and to whom to report to for necessary maintenance repairs

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003007 35 Horse Power Service Saw

Category Tools&Equipment *Zone* 2 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge of what the equipment is used for
- 2 Knowledge of how to remove and replace blades
- 3 Knowledge of different attachments and fittings
- 4 Knowledge to check fluid levels (gasoline/oil) and filters
- 5 Knowledge to check for grease fittings on wheels
- 6 Knowledge to check belt tension
- 7 Knowledge of how to adjust blade for different heights
- 8 Knowledge of post use maintenance (ie: cleaning, lubricating, check fluid levels, etc.)
- 9 Knowledge of correct physical operation/use of machine

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003008 Cut Off Machine

Category Tools&Equipment *Zone* 2 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge of what the equipment is used for
- 2 Knowledge of different types and the use of each type of Cut-Off machine
- 3 Knowledge to check fluid levels and know the proper fuel for different types of Cut-Off machines
- 4 Knowledge of different types of materials that can be cut in relation to type of blades available
- 5 Knowledge of wet and dry cut blades.
- 6 Knowledge of post use maintenance (ie: cleaning, lubricating, check fluid levels, etc.)

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 7

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003009 Diamond Core Drilling Rig

Category Tools&Equipment *Zone* 2 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge of post use maintenance (ie: cleaning, lubricating, check fluid levels, etc.)
- 2 Knowledge of different sizes of bits and their intended use
- 3 Knowledge of what the equipment is used for
- 4 Knowledge of equipment purpose and its capacity
- 5 Knowledge of ranges of different size per bit size and it's different RPMs
- 6 Knowledge of speed settings per size of bit
- 7 Knowledge of different mounting techniques
- 8 Knowledge of proper power supply or how to hook up to appropriate generator if necessary

Conditions

- Given a CMMS work order
- Given direction of a qualified technician

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003058 Framing Nailer

Category Tools&Equipment *Zone* 2 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge to perform a pre-check inspection and after use cleanup of equipment
- 2 Knowledge of the different size nails per specific job
- 3 Knowledge of PSI for different size nails
- 4 Knowledge to attach the nailer to a compressor
- 5 Knowledge of when to use the nailer in relation to the job
- 6 Knowledge to adhere to safety procedures

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- shop
- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003059 Finishing Nailer

Category Tools&Equipment *Zone* 2 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge to perform a pre-check inspection and after use cleanup of equipment
- 2 Knowledge of the different size nails per specific job
- 3 Knowledge of PSI for different size nails
- 4 Knowledge to attach the nailer to a compressor
- 5 Knowledge of when to use the nailer in relation to the job
- 6 Knowledge to adhere to safety procedures

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- shop
- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003084 Equipment Trailer

Category Tools&Equipment *Zone* 2 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge to perform a pre and post trip check
- 2 Knowledge of trailer hook-up to vehicle and ensure appropriate connections
- 3 Knowledge of how to disconnect trailer from vehicle and disconnect appropriate connections
- 4 Knowledge of hitch and vehicle capacity
- 5 Knowledge of trailer capacity
- 6 Knowledge of departmental hand signals
- 7 Knowledge of tie-down procedures
- 8 Knowledge of proper loading and unloading departmental procedures
- 9 Knowledge of "backing" procedures when trailer is hooked up to vehicle

Conditions

- Given a CMMS work order
- what type of license
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003024 Irrigation Operations

Category Operations *Zone* 2 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge of how to fix irrigation leaks on lines
- 2 Knowledge of how and where to shut off water
- 3 Knowledge of when to return back to site for repairs
- 4 Knowledge of how to excavate the leak site
- 5 Knowledge of repair material for different types of pipe
- 6 Knowledge of when it might be necessary to cut pipe and change fittings
- 7 Knowledge of when and how to retest for leaks
- 8 Knowledge of when and how to request line locations
- 9 Knowledge of how to use propane torch

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003027 How to fix Irrigation Leaks on lines of different sizes

Category Operations *Zone* 2 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge of how to fix irrigation leaks of different sizes
- 2 Knowledge of how and where to shut off water
- 3 Knowledge of when to return back to site for repairs
- 4 Knowledge of how to escavaate the leak site
- 5 Knowledge of repair material for different types of pipe
- 6 Knowledge of when it might be necessary to cut pipe and change fittings
- 7 Knowledge of when and how to retest for leaks
- 8 Knowledge of when and how to request line locations
- 9 Knowledge where to install thrust block behind elbows and fittings
- 10 Knowledge of different types of piping material
- 11 Knowledge of different types of replair clamps
- 12 Knowledge of how to connect between dis-similar material

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 15

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003030 Install and Repair Drinking Fountains

Category Operations *Zone* 2 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge of meter needed
- 2 Knowledge of how to install potable water line from meter to proper location of drinking fountain
- 3 Knowledge of how to install different types of drain systems
- 4 Basic trouble shooting techniques to identify potential repairs
- 5 Ability to read schamatics diagrams
- 6 Knowledge to flush out potable water line
- 7 Knowledge of when and where to turn potable water line on/off

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003033 Mowing Maintenance of Golf Course - Roughs

Category Operations *Zone* 2 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge of the 4 different areas within the golf course
- 2 Knowledge of different mowers to use for the Rough area
- 3 Knowledge of mowing schedules for each of the Rough area
- 4 Knowledge of the different types of mowing patterns for the rough area
- 5 Knowledge of the schedule for the different seasonal seeding
- 6 Knowledge of mower settings to achieve proper height or cut of grass
- 7 Knowledge to contact appropriate personnel for pruning

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003038 Fertilize Duties

Category Operations *Zone* 2 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge of fertilizing schedule
- 2 Knowledge of different types of fertilizer
- 3 Knowledge of what types of equipment to use per different types of fertilizer
- 4 Knowledge of when water is needed per different types of fertilizer

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003039 Aerating Duties

Category Operations *Zone* 2 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge of aerating schedule
- 2 Knowledge of different types of aeration
- 3 Knowledge of what types of equipment to use per different types of aeration
- 4 Knowledge of when water is needed per different types of aeration

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003004 Spraying Rig (ie: Cushman, John Deer, etc.)

Category Tools&Equipment **Zone** 2 **Subzone** 2 **Recert. Mths** 0

To Do

- 1 Knowledge of different types of attachments associated with the Spraying Rig (ie: Cushman Core Harvester, Ryan Slicer, etc.)
- 2 Knowledge to check for fluid levels and how to lubricate if necessary
- 3 Knowledge to perform a pretrip vehicle inspection (ie: battery, tires, brakes, etc.)
- 4 Knowledge of different types of Spraying Rigs
- 5 Knowledge of who to contact for necessary repairs
- 6 Knowledge of how to operate valves and agitator pumps
- 7 Knowledge of who to contact to mix chemicals
- 8 Knowledge of how to empty tank
- 9 Knowledge of how to clean tank of chemicals
- 10 Knowledge of how to clean and prepare equipment for next use.

Conditions

Given training by qualified technician

Given a CMMS work order

Proof

Employee demonstrates proficiency to qualified technician

Sign off by qualified technician

Sign off by Work Coordinator

Safety

Wear PPE

Location of Assessment Demonstration

Field

Training Resource Required

Work Order OJT

Minimum Number of OJT 20

Equipment Needed

**Estimated Time of
Completion**

Park Maintenance Technician

Skill Number 00003011 Masonary Saw

Category Tools&Equipment *Zone* 2 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge of different blades
- 2 Knowledge of wet or dry cutting techniques
- 3 Knowledge of different blades for different material
- 4 Knowledge of different attachments and fittings
- 5 Knowledge of post-op maintenance

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field
- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003057 Reciprocating Saw (ie: sawzall saw)

Category Tools&Equipment *Zone* 2 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge to perform a pre-check inspection and after use cleanup of equipment
- 2 Knowledge of how to replace blades
- 3 Knowledge of which blade to use in relation to material being cut
- 4 Knowledge of how to stabilize the material to be cut
- 5 Knowledge of departmental safety precautions and procedures
- 6 Knowledge of what it's intended purpose is

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field
- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003065 Playground Equipment

Category Maintenance *Zone* 2 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Ability to recognize hazards such as broken glass, defected chains, etc..
- 2 Ability to fix on-site repairs and document action taken
- 3 Knowledge to notify supervisor to request work order for any issue not being able to fix onsite
- 4 Knowledge to secure the equipment for non-use
- 5 Knowledge to perform follow up action to ensure equipment has been fixed.

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003034 Mowing Maintenance of Golf Course - Tee Box

Category Operations **Zone** 2 **Subzone** 3 **Recert. Mths** 0

To Do

- 1 Knowledge of the 4 different areas within the golf course
- 2 Knowledge of different mowers to use for the Tee-Box area
- 3 Knowledge of mowing schedules for Tee-Box area
- 4 Knowledge of the different types of mowing patterns for the Tee-Box area
- 5 Knowledge of the schedule for the different seasonal seeding
- 6 Knowledge of mower settings to achieve proper height or cut of grass
- 7 Knowledge to contact appropriate personnel for pruning

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003064 Park Mowing

Category Operations *Zone* 2 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of what mowing equipment to use
- 2 Knowledge of what areas are to be mowed
- 3 Knowledge of when to mow in reference to time of year
- 4 Knowledge of what is considered to be protective foliage
- 5 Knowledge to follow city ordinance in reference to what is being mowed

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 15

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003070 Special Event Indoor Set Up

Category Operations *Zone* 2 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of how to set up and take down tables, chairs, banners, etc.
- 2 Knowledge of how to transport materials needed in a flatbed truck
- 3 Knowledge of how to load, secure and unload equipment appropriately from flat bed truck
- 4 Knowledge of how to operate an articulating lift
- 5 Knowledge to apply good customer skills to effectively communicate with event coordinator/personnel

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003002 Operating Rotary Mower (ie: Snapper Riding Mower, Toro Frontline, etc.)

Category Tools&Equipment **Zone** 2 **Subzone** 3 **Recert. Mths** 0

To Do

- 1 Knowledge to check fluids levels and check for leaks
- 2 Knowledge of different types of fuel for different rotary mowers
- 3 Knowledge to do a visual inspection before, during and after use
- 4 Knowledge to adjust deck level in relation to height of grass before proceeding with work order
- 5 Knowledge of how and when to sharpen the equipment blades
- 6 Knowledge of who to contact for general repairs
- 7 Knowledge to clean, inspect and prepare equipment for next use (ie: proper lubing, check fluid levels)
- 8 Knowledge of equipment gears, gauges, and/or pedals in relation to type of machine

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- shop
- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003005 Tractors

Category Tools&Equipment *Zone* 2 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge to do a vehicle inspection before, during and after use
- 2 Knowledge to check fluid levels
- 3 Knowledge of different types of tractors (ie: Case, Kubota, Ford, etc.)
- 4 Knowledge of who to contact for needed repairs
- 5 Knowledge of how to safely operate (with or without attachments) equipment per departmental standards
- 6 Knowledge of how to attach attachments (ie: 5 or 7 gang pull frame; jack; aerifer, etc.)

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003015 Concrete Finishing Machine - Gas Operated

Category Tools&Equipment *Zone* 2 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of different types of concrete finishing machines
- 2 Knowledge of different types of fluids/oil for different types of machines
- 3 Knowledge of which type of machine to use in relation to the job and size of job
- 4 Knowledge of post operations and storage of machine
- 5 Knowledge of how to set blades for different types of finish
- 6 Knowledge of concrete status prior to using machine on concrete.

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003023 Front End Loader

Category Tools&Equipment *Zone* 2 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge to perform a pre-trip checklist
- 2 Knowledge of different uses
- 3 Knowledge to check for overhead wires, cables, etc.
- 4 Knowledge of bucket loading capacity
- 5 Knowledge of do's and don'ts when transporting
- 6 Knowledge of different attachments
- 7 Knowledge of safety precautions when working in populated areas
- 8 Knowledge of how to use equipment in relation to driving surface conditions

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003035 Mowing Maintenance of Golf Course - Fairway

Category Operations *Zone* 2 *Subzone* 4 *Recert. Mths* 0

To Do

- 1 Knowledge of the 4 different areas within the golf course
- 2 Knowledge of different mowers to use for the Fairway area
- 3 Knowledge of mowing schedules for the Fairway area
- 4 Knowledge of the different types of mowing patterns for the Fairway area
- 5 Knowledge of the schedule for the different seasonal seeding
- 6 Knowledge of mower settings to achieve proper height or cut of grass
- 7 Knowledge to contact appropriate personnel for pruning

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator
- Sign off by qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003045 Stump Grinders

Category Tools&Equipment *Zone* 2 *Subzone* 4 *Recert. Mths* 0

To Do

- 1 Knowledge of different types of stump grinders for job assignment
- 2 Knowledge to check fuel levels
- 3 Knowledge to check machine blades/teeth
- 4 Knowledge of depth to grind
- 5 Knowledge of how to feed into the wood per the tree density
- 6 Knowledge to properly clean and store after use
- 7 Knowledge of work site dressup

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003047 Drill Press

Category Tools&Equipment *Zone* 2 *Subzone* 4 *Recert. Mths* 0

To Do

- 1 Knowledge of belt/pully location in relation to RPMs
- 2 Knowledge of materials used in relation to proper drill bit to use
- 3 Knowledge of different types of bits
- 4 Knowledge of machine capabilities (ie: sanding)
- 5 Knowledge to perform a pre-use inspection (ie: belt) and after use cleaning
- 6 Knowledge of how to secure work material to work surface

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 15

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003060 Letter Machine

Category Tools&Equipment *Zone* 2 *Subzone* 4 *Recert. Mths* 0

To Do

- 1 Knowledge to perform a pre-check inspection and after use cleanup of equipment
- 2 Knowledge of how to place attachment of letter templates and Guides
- 3 Knowledge to secure letter template attachments and guides
- 4 Knowledge of how to set up (ie: spaces)
- 5 Knowledge of how to attach router and bits
- 6 Knowledge of hand maneuvers
- 7 Knowledge of how to use clamp in order to stabilize material

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003021 Trenching and Shoring

Category Operations *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of different equipment to use in relation to size of job
- 2 Knowledge of different types of shoring techniques
- 3 Knowledge of different kinds of material when trenching (ie: sandy loam, clay dirt, etc..)

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Training Room
- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003069 Special Event Outdoor Set Up

Category Operations *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of prebuilt booth setup and booth general maintenance
- 2 Knowledge of how to transport equipment/materials via a flat bed truck
- 3 Knowledge of how to load, secure and unload equipment appropriately (ie: booths, tents, picnic tables, etc.)
- 4 Knowledge of proper and required documentation
- 5 Knowledge of how to set up and take down booths under the direction of event coordinator
- 6 Knowledge of how to set up electrical components and set up screens if applicable.
- 7 Good customer service relations skills
- 8 Knowledge of how to set up and take down tents per departmental safety standards
- 9 Knowledge of how to set up and take down stages
- 10 Knowledge of how/where to place and pick up other miscellaneous event material

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 25

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003071 Inspection of Pier, Boat Docks, Observation Decks & other Structures on/near body of water

Category Operations *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge to inspect for vandalism and to contact personnel if vandalism has taken place
- 2 Knowledge to clean area (ie: empty trash cans)
- 3 Knowledge of who to contact at the Park Operation office when reporting damages to park assets or requesting repairs
- 4 Ability to perform basic mechanical and carpentry repairs to park assets (ie: bench repairs, drinking fountains, etc.)
- 5 Ability to work on or in body of water
- 6 Knowledge and ability to wear water safety vests/gear when required.

Conditions

Given training by qualified technician

Given a CMMS work order

Proof

Employee demonstrates proficiency to qualified technician

Sign off by qualified technician

Sign off by Work Coordinator

Safety

Wear PPE

Location of Assessment Demonstration

Field

Training Resource Required

Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003079 Articulating Wheeled Loader for Sand Management

Category Operations *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge to conduct a pre, during and after trip checklist
- 2 Ability to acknowledge departmental safety precautions
- 3 Knowledge of department hand signals
- 4 Knowledge of hydraulic levers and/or joy stick
- 5 Knowledge of vehicle dump capacity
- 6 Ability to be observant of overhead structures/hazards
- 7 Knowledge of safety working conditions when working in close proximity with other equipment
- 8 Knowledge of safety precautions when working in populated areas
- 9 Knowledge of how to use the equipment bucket in relation to different beach conditions and/or materials to be moved

Conditions

class C drivers license
Given a CMMS work order
Given training by qualified technician
city issued drivers authorization card

Proof

Sign off by qualified technician
Sign off by Work Coordinator
Employee demonstrates proficiency to qualified technician

Safety

wear PPE

Location of Assessment Demonstration

Field

Training Resource Required

Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003088 Beach Facility Maintenance

Category Operations *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of mowing and weed eating operations
- 2 Knowledge of restroom cleaning and maintenance
- 3 Knowledge of insecticide spraying using TDA protocol
- 4 Knowledge of wash station maintenance
- 5 Knowledge of parking lot and parking area maintenance
- 6 Knowledge of parking lot maintenance to remove sand build-up
- 7 Knowledge to notify appropriate personnel of materials needed to keep supply room fully stocked
- 8 Knowledge to take inventory of supply room per departmental schedule and request/order materials/supplies needed
- 9 Knowledge to fill out appropriate requisition forms

Conditions

Given training by qualified technician

Given a CMMS work order

Proof

Employee demonstrates proficiency to qualified technician

Sign off by Work Coordinator

Sign off by qualified technician

Safety

wear PPE

Location of Assessment Demonstration

Field

Training Resource Required

Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003022 Trencher

Category Tools&Equipment *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of different kinds of trencher (ie: rider, walk-behind, etc.)
- 2 Knowledge to perform a pre-trip checklist
- 3 Knowledge of depth capacity of machine
- 4 Knowledge of depth in relation to different types of job (ie: irrigation vs. electrical)
- 5 Knowledge of chain size in relation to job dimensions
- 6 Ensure line locations have been done prior to trenching

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003049 Band Saw

Category Tools&Equipment *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of proper electrical safety precautions
- 2 Knowledge of different blades to use in relation to job requirements
- 3 Knowledge to perform a pre-check inspection and an after use clean up
- 4 Knowledge of how to install blade and check for tension and tracking
- 5 Knowledge of cutting capacities per guide blocks

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003050 Belt/Disc Sander - Stationary

Category Tools&Equipment *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of the 2 major machine functions
- 2 Knowledge of how to change belts and tracking
- 3 Knowledge of disc applications
- 4 Knowledge of application of different adjustments
- 5 Knowledge to perform a pre-check inspection and after use clean up
- 6 Knowledge of different attachments and their use/purpose
- 7 Knowledge of different abrasives
- 8 Knowledge of all departmental safety precautions

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003053 Scroll Saw / Jig Saw

Category Tools&Equipment *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of departmental safety precautions
- 2 Knowledge to perform a pre-check inspection and after use clean up of equipment
- 3 Knowledge of machine capabilities
- 4 Knowledge of how to replace blades
- 5 Knowledge of proper hand maneuvers to achieve desired results
- 6 Knowledge of blade capabilities in relation to material being cut and type of cut
- 7 Knowledge of how to stabilize material
- 8 Knowledge of how to trace pattern onto material before cutting

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003063 Basic Park Maintenance

Category Tools&Equipment *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of basic irrigation troubleshooting
- 2 Knowledge of playground maintenance check and how to fix appropriately
- 3 Knowledge of how to immobilize playground equipment from further use/hazards
- 4 Knowledge of graffiti removal (ie: pressure washing)
- 5 Knowledge of trash pick up
- 6 Knowledge to inspect for insect pests and report appropriately
- 7 Knowledge of when to report issues to supervisor
- 8 Knowledge to inspect and clean restrooms with appropriate departmental cleaning chemicals

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003076 Dump Truck

Category Tools&Equipment *Zone* 2 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of Power Take-Off (PTO) levers and their use
- 2 Knowledge to conduct a pre, during and after trip checklist
- 3 Knowledge of how to position equipment for loading purposes
- 4 Knowledge of horn and hand signals
- 5 Knowledge of how to open tail gate for unloading
- 6 Knowledge of how to open tail gate appropriately per dump material
- 7 Knowledge to observe departmental safety precautions
- 8 Knowledge of how to cover a load while transporting
- 9 Knowledge of driving techniques when driving on sand

Conditions

- city issued drivers authorization card
- CDL B
- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003014 How to Read & Understand Blue Prints

Category Operations *Zone* 2 *Subzone* 6 *Recert. Mths* 0

To Do

- 1 Knowledge of how to read/intrepret readings from a ruler scale
- 2 Knowledge of how read a legend
- 3 Knowledge of material and size of material needed from looking at a blueprint
- 4 Knowledge of different kinds of blue prints (ie: irrigation, construction, etc.)
- 5 Ability to transfer Blue print drawings to physical ground

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field
- Training Room

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003028 Install Manual Irrigation system

Category Operations *Zone* 2 *Subzone* 6 *Recert. Mths* 0

To Do

- 1 Knowledge of materials needed
- 2 Knowledge of different size meter for manual irrigation system
- 3 Knowledge of how to space and position sprinkler heads
- 4 Knowledge of how to read blue print, if necessary
- 5 Knowledge of basic equipment needed for trenching
- 6 Knowledge of when and how to request line locations
- 7 Knowledge of how to test, checking for amount of water in relation to sprinkler head capacity
- 8 Knowledge of irrigation system breakdown requirements

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003036 Mowing Maintenance of Golf Course - Greens

Category Operations *Zone* 2 *Subzone* 6 *Recert. Mths* 0

To Do

- 1 Knowledge of the 4 different areas within the golf course
- 2 Knowledge of different mowers to use for the Greens area
- 3 Knowledge of mowing schedules for the Greens area
- 4 Knowledge of the different types of mowing patterns for the Greens area
- 5 Knowledge of the schedule for the different seasonal seeding
- 6 Knowledge of mower settings to achieve proper height or cut of grass
- 7 Knowledge to contact appropriate personnel for pruning

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003001 How to operate Reel Mower (ie: Green King, Toro Greens Mower, Jacob Fairway, etc.)

Category Tools&Equipment **Zone** 2 **Subzone** 6 **Recert. Mths** 0

To Do

- 1 Knowledge to check for: fluid levels; leaks; filters
- 2 Knowledge to visually inspect equipment before, during and after use
- 3 Knowledge to adjust deck level in relation to height of grass before proceeding with job work order
- 4 Knowledge of how to sharpen blades at job site
- 5 Knowledge of how and who to contact to report needed repairs
- 6 Knowledge of how to prepare for next use; such as: wash down, perform proper lubing, and check fluid levels for next use.

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field
- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003031 Install Hydralyic Irrigation System (Golf Course)

Category Operations **Zone** 2 **Subzone** 7 **Recert. Mths** 0

To Do

- 1 Knowledge of how to test, checking for amount of water in relation to sprinkler head capacity
- 2 Knowledge of basic equipment needed for trenching
- 3 Knowledge of how to space and position sprinkler heads
- 4 Knowledge of different size meter for manuel irrigation system
- 5 Knowledge of irrigation system berakdown requirements
- 6 Knowledge of programing irrigation controler
- 7 Knowledge of hydraulic equipment needed
- 8 Knowledge of how and where water is retrieved

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003078 Articulating Wheeled Loaders for Seaweed Management

Category Operations *Zone* 2 *Subzone* 7 *Recert. Mths* 0

To Do

- 1 Knowledge to conduct a pre, during and after trip checklist
- 2 Ability to acknowledge departmental safety precautions
- 3 Knowledge of department hand signals
- 4 Knowledge of hydraulic levers and/or joy stick
- 5 Knowledge of vehicle dump capacity
- 6 Ability to be observant of overhead structures/hazards
- 7 Knowledge of safety working conditions when working in close proximity with other equipment
- 8 Knowledge of safety precautions when working in populated areas
- 9 Knowledge of how to use the equipment bucket in relation to different beach conditions and/or materials to be moved

Conditions

- city issued drivers authorization card
- class C drivers license
- Given a CMMS work order
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003080 Articulating Wheeled Loader for Lifeguard Stand Maintenance

Category Operations *Zone* 2 *Subzone* 7 *Recert. Mths* 0

To Do

- 1 Knowledge to conduct a pre, during and after trip checklist
- 2 Ability to acknowledge departmental safety precautions
- 3 Knowledge of department hand signals
- 4 Knowledge of hydraulic levers and/or joy stick
- 5 Knowledge of vehicle dump capacity
- 6 Ability to be observant of overhead structures/hazards
- 7 Knowledge of safety working conditions when working in close proximity with other equipment
- 8 Knowledge of safety precautions when working in populated areas
- 9 Knowledge of how to use the equipment bucket in relation to different beach conditions and/or materials to be moved

Conditions

class C drivers license
Given a CMMS work order
Given training by qualified technician
city issued drivers authorization card

Proof

Employee demonstrates proficiency to qualified technician
Sign off by qualified technician
Sign off by Work Coordinator

Safety

wear PPE

Location of Assessment Demonstration

Field

Training Resource Required

Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003062 Athletic Field Preparedness

Category Tools&Equipment *Zone* 2 *Subzone* 7 *Recert. Mths* 0

To Do

- 1 Knowledge of equipment needed
- 2 Knowledge of field dimensions to ensure compliance with UIL requirements
- 3 Knowledge of basic custodial care of field facilities to include but not limited to: bathrooms, press boxes, grandstands, etc.
- 4 Knowledge of equipment used for lining fields
- 5 Basic knowledge of irrigation repairs and trouble shooting
- 6 Knowledge of basic fence maintenance
- 7 Knowledge to check proper lightening and knowledge of who to contact for bulb replacement

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 5

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003077 Garbage Truck - Rear Load

Category Tools&Equipment *Zone* 2 *Subzone* 7 *Recert. Mths* 0

To Do

- 1 Knowledge to conduct a pre, during and after trip checklist
- 2 Knowledge of Power Take-Off (PTO) levers and their use
- 3 Knowledge of department hand signals
- 4 Knowledge to observe departmental safety precautions
- 5 Knowledge of landfill procedures
- 6 Ability to operate hydraulic controls to compact the garbage
- 7 Must have completed safety training to go from driver to hopper
- 8 Knowledge of driving techniques when driving on sand

Conditions

city issued drivers authorization card
Given training by qualified technician
CDL B
Given a CMMS work order

Proof

Sign off by Work Coordinator
Employee demonstrates proficiency to qualified technician
Sign off by qualified technician

Safety

wear PPE

Location of Assessment Demonstration

Field

Training Resource Required

Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003017 License Applicator for Sprayed Chemicals

Category Administration *Zone* 2 *Subzone* 8 *Recert. Mths* 0

To Do

- 1 Knowledge of license requirements
- 2 Obtain license from the appropriate Texas state agency
- 3 Knowledge to maintain spraying records
- 4 Knowledge of how to mix different types of chemicals
- 5 Knowledge to monitor spraying records
- 6 Ability to train others on chemical spraying regulations

Conditions

- License from appropriate state agency
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- shop
- Field

Training Resource Required

- Experience

Minimum Number of OJT 20

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003029 Install electrical irrigation system

Category Operations *Zone* 2 *Subzone* 8 *Recert. Mths* 0

To Do

- 1 Knowledge of materials needed
- 2 Knowledge of different size meter for manual irrigation system
- 3 Knowledge of how to space and position sprinkler heads
- 4 Knowledge of how to read blue print, if necessary
- 5 Knowledge of basic equipment needed for trenching
- 6 Knowledge of when and how to request line locations
- 7 Knowledge of how to test, checking for amount of water in relation to sprinkler head capacity
- 8 Knowledge of irrigation system breakdown requirements
- 9 Knowledge of proper electrical connections for low voltage system for direct buried wiring
- 10 Knowledge of how to program the controller

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003032 Irrigation System Main Pumps

Category Operations **Zone** 3 **Subzone** 1 **Recert. Mths** 0

To Do

- 1 Knowledge of programing skills to reset pumps
- 2 Knowledge of flow meters to determin time, rate & amount of water to be dissbursed
- 3 Corralation of gallons per minute versus time per station
- 4 Knowledge of general maintenance to include when to check and clean filters
- 5 Ability to know difference of immersable and non-immersable pumps and general maintenance of each.

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003072 Fabricating Signs

Category Operations *Zone* 3 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge to confirm sign verbage from supervisor prior to fabricating sign
- 2 Knowledge of sign standards (ie: colors, dimensions) to use in relation to type or location of sign
- 3 Knowledge of correct materials to be used
- 4 Knowledge of required equipment that will be used to fabricate the sign
- 5 Knowledge of proper finishing techniques per location and type of sign before it leaves the shop
- 6 Knowledge of how sign will be placed at sign destination point

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field
- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003073 Placement of Signs

Category Operations *Zone* 3 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge to perform proof reading and ensure sign is within requested standards prior to leaving the shop
- 2 Knowledge of how sign is to be installed correctly (wall or ground)
- 3 Knowledge of required material/equipment needed for placement of sign
- 4 Knowledge of federal regulations, city ordinances and/or traffic control standards to ensure compliance of sign placement
- 5 Knowledge to dress-up sign area after installation
- 6 Knowledge of proper post installation in concrete (if applicable).

Conditions

Given training by qualified technician

Given a CMMS work order

Proof

Employee demonstrates proficiency to qualified technician

Sign off by qualified technician

Sign off by Work Coordinator

Safety

wear PPE

Location of Assessment Demonstration

Field

Training Resource Required

Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003075 Maintenance and Repair of Playground Equipment (In Between Inspections)

Category Operations *Zone* 3 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge of required materials and equipment needed
- 2 Knowledge of NPSI and manufacturers guidelines
- 3 Knowledge of inspection schedules
- 4 Knowledge of documentation procedures
- 5 Knowledge of different safety levels
- 6 Knowledge to immobilize equipment from further use/hazards
- 7 Knowledge to inform appropriate personnel of needed work orders

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003087 Beach Special Events Set Up and Take Downs

Category Operations *Zone* 3 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge of when and how to set up safety lanes on beach
- 2 Knowledge to when to request appropriate number of Portable Toilets before event
- 3 Knowledge of how many additional trash receptacles will be needed to set up at event
- 4 Knowledge of how many additional P&R staff will be needed at the event
- 5 Knowledge to coordinate event activities with appropriate personnel from: county, state, and event coordinators.
- 6 Knowledge to plan for event management in relation to length of event

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003010 Transit Leveler (Surveying Tool)

Category Tools&Equipment *Zone* 3 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge of leveling the unit before use on a tripod
- 2 Knowledge of how to self check the unit
- 3 Knowledge of reference points to actual instrument readings to establish benchmarks prior to project construction
- 4 Knowledge of different pieces of equipment to obtain proper information
- 5 Knowledge of proper storage and handling
- 6 Knowledge of what it is used for

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field
- Training Room

Training Resource Required

- Work Order OJT
- Internal Training

Minimum Number of OJT 15

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003054 Compound Miter Saw

Category Tools&Equipment *Zone* 3 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge of departmental safety precautions
- 2 Knowledge to perform a pre-check inspection and after use cleanup of equipment
- 3 Knowledge of machine capabilities
- 4 Knowledge of how and when to replace blades
- 5 Knowledge of different blades available and their appropriate use
- 6 Knowledge of how to stabilize the material
- 7 Knowledge of basic math skills to obtain basic knowledge of desired degree angle cut

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 10

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003055 Table Saw

Category Tools&Equipment *Zone* 3 *Subzone* 1 *Recert. Mths* 0

To Do

- 1 Knowledge of departmental safety precautions
- 2 Knowledge to perform a pre-check inspection and after use cleanup of equipment
- 3 Knowledge of machine capabilities in relation to machine size
- 4 Knowledge of how to replace blades and belts
- 5 Knowledge of different blades and cutters in relation to work assignment
- 6 Knowledge of how to stabilize the material
- 7 Knowledge of how to properly feed the material into the machine

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 15

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003020 How to operate a Backhoe

Category Tools&Equipment *Zone* 3 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge to do a pre-trip checklist
- 2 Knowledge of different fuels (gasoline vs Diesel)
- 3 Knowledge of different sizes of equipment in relation to job to be done.
- 4 Knowledge of maximum load and capacity of bucket
- 5 Knowledge of different applications per machine size
- 6 Knowledge of basic hand signals/communications with co-worker
- 7 Knowledge of trenching and shoring
- 8 Knowledge of how to load and unload equipment onto trailer; with appropriate tie down procedures

Conditions

- CDL B lic
- Given a CMMS work order
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003044 Bucket Truck

Category Tools&Equipment *Zone* 3 *Subzone* 2 *Recert. Mths* 0

To Do

- 1 Knowledge to perform a pre-trip checklist
- 2 Knowledge of bucket capacity
- 3 Knowledge of safety procedures when working above ground
- 4 Knowledge of the levers and their purposes
- 5 Basic knowledge of departmental traffic control
- 6 Knowledge of how to use/bend the boom
- 7 Knowledge of the machine's vertical capabilities

Conditions

- City authorized drivers card
- Given a CMMS work order
- Given training by qualified technician
- CDL B

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003066 Basic Multicultural House Maintenance (Heritage Park)

Category Operations *Zone* 3 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of what appropriate material is needed and where to locate (lumber, siding, roof shingles, etc.)
- 2 Knowledge of how to cut and what tools are needed to replicate existing items in the house design
- 3 Knowledge to inspect for defective/rotted wood and request appropriate work order
- 4 Knowledge of repair requirements and report as appropriate.

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003067 Recreational Center Maintenance

Category Operations *Zone* 3 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of basic repair to: doors; changing glass on windows; change locks; etc.
- 2 Knowledge of how to do basic floor repair
- 3 Knowledge of how to remove/replace Formica counter tops
- 4 Knowledge of how to install/repair roofing
- 5 Knowledge of basic plumbing
- 6 Knowledge to perform cabinet repair
- 7 Knowledge of how to paint
- 8 Knowledge of basic electrical repairs

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003068 Pool Area Maintenance

Category Operations *Zone* 3 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of chemical levels and required chemicals that are used in swimming pool maintenance
- 2 Knowledge of water circulation pumps and their operations
- 3 Knowledge of basic fence repairs
- 4 Knowledge of different painting techniques
- 5 Knowledge of filtration systems

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003046 Heavy Duty Wood Shaper (table mounted router)

Category Tools&Equipment *Zone* 3 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of cut capacity per pass
- 2 Knowledge of what cutters are available for use
- 3 Knowledge of different arbor sizes available per job assignment
- 4 Knowledge of proper electrical safety standards

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by Work Coordinator
- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003048 Wood Lathe

Category Tools&Equipment *Zone* 3 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of how to insert material securely
- 2 Knowledge of how to maintain sharpening tools at optimum level
- 3 Knowledge to do a pre-check inspection and after use clean up
- 4 Knowledge of different types of chisels per desired shape
- 5 Knowledge of hard vs. soft woods
- 6 Knowledge of different techniques of using the chisel to get required results
- 7 Knowledge of attachments and their purpose
- 8 Knowledge of all safety requirements and precautions
- 9 Knowledge of different types set-ups per job
- 10 Knowledge of departmental electrical safety precautions

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Sign off by qualified technician
- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 25

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003051 Joints / Planer

Category Tools&Equipment *Zone* 3 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of departmental safety requirements
- 2 Knowledge to perform a pre-check inspection and after use clean up
- 3 Knowledge of how to adjust blade to achieve proper blade height in relation to cutting table
- 4 Knowledge of how to replace set of blades
- 5 Knowledge of machine adjustments for desired results
- 6 Knowledge of proper hand feed pressure
- 7 Knowledge of how to adjust table to get required depth of cut

Conditions

- Given a CMMS work order
- Given training by qualified technician

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator
- Sign off by qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 15

Equipment Needed

Estimated Time of Completion

Park Maintenance Technician

Skill Number 00003052 Surface Planer

Category Tools&Equipment *Zone* 3 *Subzone* 3 *Recert. Mths* 0

To Do

- 1 Knowledge of department safety precautions
- 2 Knowledge to perform a pre-check inspection and after use clean up of equipment
- 3 Knowledge of machine capabilities
- 4 Knowledge of how to replace a set of blades
- 5 Knowledge of how to align and level the blades
- 6 Knowledge of machine adjustments for desired results
- 7 Knowledge of different feed rates per type of finish

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Sign off by qualified technician
- Sign off by Work Coordinator
- Employee demonstrates proficiency to qualified technician

Safety

- wear PPE

Location of Assessment Demonstration

- shop

Training Resource Required

- Work Order OJT

Minimum Number of OJT 15

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003090 Obtain National Playground Safety Inspector Certification

Category License *Zone* 3 *Subzone* 4 *Recert. Mths* 0

To Do

Obtain National Playground Safety Inspector Certification

Conditions

Upon supervision of test administrator

Proof

Pass written exam

Safety

Location of Assessment Demonstration

Other

Training Resource Required

External Training

Minimum Number of OJT 0

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003091 Obtain Irrigation Installer License

Category License *Zone* 3 *Subzone* 5 *Recert. Mths* 0

To Do

1 Obtain Irrigation Installer License

Conditions

Upon supervision of test administrator

Proof

Certificate of competency

Safety

Location of Assessment Demonstration

Training Room

Training Resource Required

External Training

Minimum Number of OJT 0

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003074 Installation of Playground Equipment

Category Operations *Zone* 3 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge of required materials and equipment needed
- 2 Knowledge to go by NPSI (Nat. Playground Safety Institute) guidelines such as fall zones, fall cushion material, placement of equipment, etc..
- 3 Knowledge to follow manufacturers guidelines and recommendations
- 4 Knowledge to comply with required documentation
- 5 Knowledge to immobilize equipment from further use/hazards
- 6 Knowledge to conduct initial audit of equipment prior to public use to ensure safety compliance

Conditions

Given training by qualified technician

Given a CMMS work order

Proof

Employee demonstrates proficiency to qualified technician

Sign off by qualified technician

Sign off by Work Coordinator

Safety

wear PPE

Location of Assessment Demonstration

Field

Training Resource Required

Work Order OJT

Minimum Number of OJT 30

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003081 Motor Grader for Seaweed Management

Category Operations *Zone* 3 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge to conduct a pre, during and after trip checklist
- 2 Knowledge of department hand signals
- 3 Knowledge of department safety procedures when working in populated areas
- 4 Knowledge of driving techniques when driving on beach conditions
- 5 Knowledge of hydraulic levers
- 6 Knowledge of departmental safety precautions
- 7 Knowledge of blade capacity and different uses of blade operations
- 8 Knowledge of techniques for specialized applications
- 9 Knowledge of operation capacity: windrow, trenching and burying

Conditions

- Given training by qualified technician
- city issued drivers authorization card
- class C drivers license
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by qualified technician
- Sign off by Work Coordinator

Safety

- wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003082 Motor Grader for Sand Management

Category Operations *Zone* 3 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Knowledge to conduct a pre, during and after trip checklist
- 2 Knowledge of department hand signals
- 3 Knowledge of department safety procedures when working in populated areas
- 4 Knowledge of driving techniques when driving on beach conditions
- 5 Knowledge of hydraulic levers
- 6 Knowledge of departmental safety precautions
- 7 Knowledge of blade capacity and different uses of blade operations
- 8 Knowledge of techniques for specialized applications
- 9 Knowledge of operation capacity
- 10 Knowledge of windrows for special events; and road maintenance

Conditions

Given training by qualified technician
Given a CMMS work order
class C drivers license
city issued drivers authorization card

Proof

Sign off by Work Coordinator
Sign off by qualified technician
Employee demonstrates proficiency to qualified technician

Safety

wear PPE

Location of Assessment Demonstration

Field

Training Resource Required

Work Order OJT

Minimum Number of OJT 20

Equipment Needed

*Estimated Time of
Completion*

Park Maintenance Technician

Skill Number 00003089 Playground Inspector

Category Operations *Zone* 3 *Subzone* 5 *Recert. Mths* 0

To Do

- 1 Perform Playground safety inspections per department and NPSI guidelines.
- 2 Generate appropriate work order for issues needing to be corrected at the playground.
- 3 Follow up on work order and inspect that the repairs have been done per department and NPSI guidelines.
- 4 Perform playground spot audits per department guidelines.

Conditions

- Given training by qualified technician
- Given a CMMS work order

Proof

- Employee demonstrates proficiency to qualified technician
- Sign off by Work Coordinator
- Sign off by qualified technician

Safety

- Wear PPE

Location of Assessment Demonstration

- Field

Training Resource Required

- Experience

Minimum Number of OJT 0

Equipment Needed

*Estimated Time of
Completion*