

New

Ministry

Forestry and Parks

Describe: Basic Job Details

Position

Position ID

Position Name (30 characters)

Park Maintenance Worker 2

Requested Class

Maintenance Service Worker 2

Job Focus

Supervisory Level

Operations/Program

00 - No Supervision

Agency (ministry) code

Cost Centre

Program Code: (enter if required)

CA09

Employee

Employee Name (or Vacant)

Vacant

Organizational Structure

Division, Branch/Unit

Parks Operations/Parks Operations

 Current organizational chart attached?

Supervisor's Position ID

Supervisor's Position Name (30 characters)

Supervisor's Current Class

Maintenance Service Worker 3

Design: Identify Job Duties and Value

Job Purpose and Organizational Context

Why the job exists:

The maintenance service worker in Fish Creek Provincial Park is instrumental in assisting in the delivery of a first class aquatic facility and ensuring public perception of well maintained facilities. The position is public facing and works with a team maintaining the grounds at the Sikome Aquatic Facility, conducting water testing, assisting with infrastructure maintenance both outside and within facilities. The position will also operate and maintain light and medium duty equipment.

Responsibilities

Job outcomes (4-6 core results), and for each outcome, 4-6 corresponding activities:

Performs grounds maintenance such as landscape work. Mowing, pruning and waste removal.
Building maintenance and repair including inspections and minor repair indoor and outdoor infrastructure. Can include cleaning, painting, minor plumbing, minor electrical work.
Ensuring water quality by performing daily water samples and testing, including AHS testing and HAB(Harmful Algae Bloom) monitoring. Mitigating bird presence around the facility both nesting and presence in water causing deleterious water quality.
Conducts water quality sampling and monitoring at the Sikome Aquatic Facility to ensure sodium hypochlorite and bacterial levels stay within required environmental parameters.
Operate light and medium duty equipment such as power tools, zero turn mowers and landscape loaders.
Assists supervisor with myriad tasks both within FCPP and in the broader Kananaskis Region.

Problem Solving

Typical problems solved:

Completing responsibilities in a highly public setting requires flexibility and agility in working around the public. Staff are required to respond and provide guidance or assistance to visitors' needs and potentially initiate safety responses. Maintenance component of the role requires a keen attention to detail and ability to troubleshoot equipment problems as they arise with minimal assistance.

Types of guidance available for problem solving:

Standard operating procedures and equipment operations manuals guide decision making when supervisor or alternate is not directly available. Supervisor is typically available to assist directly or by phone in a short period of time.

Direct or indirect impacts of decisions:

Due to the public facing nature of the role, nearly every decision may be scrutinized by the public and has a direct impact on visitors' experience and perception of Alberta Parks and the GOA.

Key Relationships

Major stakeholders and purpose of interactions:

General public - facility maintenance affecting public perception plus assistance with specific public needs and requests

Colleagues and Supervisor - team work, collaboration and planning

Required Education, Experience and Technical Competencies

Education Level	Focus/Major	2nd Major/Minor if applicable	Designation
High School Diploma	Other		

If other, specify:

Job-specific experience, technical competencies, certification and/or training:

Class 5 or 7 driver's license

Experience with water monitoring or treatment considered an asset

Behavioral Competencies

Pick 4-5 representative behavioral competencies and their level.

Competency	Level A B C D E	Level Definition	Examples of how this level best represents the job
Agility	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<p>Works in a changing environment and takes initiative to change:</p> <ul style="list-style-type: none">• Takes opportunities to improve work processes• Anticipates and adjusts behaviour to change• Remains optimistic, calm and composed in stressful situations• Seeks advice and support to change appropriately• Works creatively within guidelines	<p>Ability to prioritize needs and responsibilities and understand how actions impact broader operations.</p>
Drive for Results	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<p>Works to exceed goals and partner with others to achieve objectives:</p> <ul style="list-style-type: none">• Plans based on past	<p>Open communication contributes to team growth and effective outcomes.</p>

		<p>experience</p> <ul style="list-style-type: none"> • Holds self and others responsible for results • Partners with groups to achieve outcomes • Aims to exceed expectations 	
Creative Problem Solving	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	<p>Is open to new ideas and breaks problems down to identify solutions:</p> <ul style="list-style-type: none"> • Breaks down problems into small parts • Constructively questions and challenges the norm • Open to other's perspectives and aware of own • Contributes ideas for improving processes, and adapts existing practice to address problems 	<p>Identifies problems and troubleshoots to find solutions. When solutions are out of reach, gathers information and provides the information and recommendations to supervisor to help facilitate efficient solutions.</p>
	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>		

Benchmarks

List 1-2 potential comparable Government of Alberta:

042MW22 - Maintenance Service Worker - Alberta Infrastructure

Assign

The signatures below indicate that all parties have read and agree that the job description accurately reflects the work assigned and required in the organization.

Employee Name _____ Date yyyy-mm-dd _____ Employee Signature _____

Supervisor / Manager Name _____ Date yyyy-mm-dd _____ Supervisor / Manager Signature _____

Director / Executive Director Name _____ Date yyyy-mm-dd _____ Director / Executive Director Signature _____

ADM Name _____ Date yyyy-mm-dd _____ ADM Signature _____

DM Name _____ Date yyyy-mm-dd _____ DM Signature _____