



JOB DESCRIPTION

Title	Park Ranger	Created	Sept. 2008
Department	Public Works	Revised	
Job Class	A 9 4	Safety Sensitive	Yes
Labor Union	AFSCME Local 2746 Courthouse/Roads	FLSA	Non-exempt

Purpose

To help maintain and operate county park facilities by providing leadership and conducting the maintenance of grounds, trails, repair to buildings and structures and boat ramps, water and sewer systems, irrigation systems and other facilities and day use areas, often acting as the team leader and working independently on assignments, with project responsibility.

Essential Functions

- Perform visitor assistance/information services. Greet visitors; provide accurate information about park procedures, county attractions. Collect fees. Balance receipts/revenue, complete required reports.
- Obtain visitor compliance with park area rules and regulations. Provide assistance during visitor-related emergencies. Prepare related reports.
- Perform routine grounds maintenance such as mowing parks with tractor equipment and/or small mowers; operate tractor attachments for park projects and landscape activities with associated equipment. Clean day use facilities. Maintain trails and roadways over varying terrain.
- Perform janitorial duties such as sweep, wash, and disinfect restrooms, shower buildings, picnic shelters and tables as well as other park structures as required. Pick up and dispose of litter and garbage. Organize and stock required janitorial supplies.
- Perform and/or assist in performing facility and utility system maintenance activities such as prepare, paint, or stain buildings and other park structures. Repair and replace hardware and glass. Unclog toilets, urinals, floor drains and sewer lines. Design and perform construction projects.
- Operate and maintain a variety of tools and equipment such as power and hand tools, park vehicles, chippers, mowers, bridge and bucket trucks and tractors, and equipment as trained and instructed. Perform minor repairs to small engines, power tools, and equipment
- Relate effectively with general public, co-workers and staff. Provide effective communication and team player skills daily. Perform all duties in an alert manner with safety of park visitors and co-workers as the primary concern.
- Perform other duties as assigned.
- Follow all safety rules and procedures established for work areas.

Auxiliary functions : The above description covers the most significant duties performed but do not include other occasional work, the inclusion of which would be in conformity with the factor degrees assigned to this position. Decision-making limited, occurring



JOB DESCRIPTION

usually with the scope of assigned duties using appropriate guidelines. Some problem-solving decisions are made to carry out tasks. May have to decide course of action to be taken in case of emergencies and park visitor safety. May also make basic decisions relating to equipment and procedures to complete assignments.

Mandatory Qualifications

A high school diploma or GED is required. Must have knowledge of the field of assignment sufficient to perform thoroughly and accurately the full scope of responsibility as illustrated by example in the above position description. This position requires working familiarity with assigned maintenance equipment, construction and repair methods and procedures. Must have the ability to understand and follow oral and written instructions and work independently. Must possess the physical strength and ability sufficient to perform manual labor for extended periods under dirty and uncomfortable situations and in all types of weather. Must possess or be able to obtain an Oregon Driver's License Class I at time of hire. Willingness to wear a uniform and work a varying schedule including weekends and holidays.

Desired Qualifications

Training and experience in heavy equipment operations, grounds landscape maintenance and recreation management is highly desirable. Certification in First-aid, CPR and flagging is desirable.

Physical Demands

Duties consist of physically demanding manual work on a regular basis, typically requiring moving of materials up to 60 pounds, with infrequent occurrences of moving 60-100 pounds.

Working Conditions

Frequently works outdoors in all weather conditions, in rough and uneven terrain. Involves exposure to herbicides, machine oils, lubricants, drug paraphernalia, watercraft and fecal contamination.

Supervisory Responsibility

Responsible for coordinating activities with caretakers, interns, and work crews.

THE ABOVE DESCRIPTION COVERS THE MOST SIGNIFICANT DUTIES PERFORMED BUT DOES NOT INCLUDE OTHER OCCASIONAL WORK, THE INCLUSION OF WHICH WOULD BE IN CONFORMITY WITH THE FACTOR DEGREES ASSIGNED TO THIS JOB.

Clatsop County Human Resources, 800 Exchange, Suite 410, Astoria OR 97103. 503-325-1000