

## Ken-Caryl Ranch Metropolitan District

### JOB DESCRIPTION

|                           |                              |
|---------------------------|------------------------------|
| <b>Position Title</b>     | <b>IRRIGATION TECHNICIAN</b> |
| <b>Supervisor's Title</b> | <b>Irrigation Foreman</b>    |
| <b>Department</b>         | <b>Parks and Facilities</b>  |
| <b>Grade</b>              | <b>2</b>                     |
| <b>FLSA Status</b>        | <b>Non-exempt</b>            |
| <b>Effective Date</b>     | <b>February 7, 2019</b>      |

This Job Description outlines the basic requirements, duties and general responsibilities of the position of Irrigation Technician. This position is "at-will," which means the Ken-Caryl Ranch Metropolitan District ("District") may terminate the employment relationship at any time and for no reason, subject only to the requirements of federal and state law. Similarly, the employee may terminate the employment relationship without notice at any time for no reason.

The headings in this Job Description are for reference only and shall not affect its interpretation.

#### **Position Summary:**

The Irrigation Technician is responsible for the daily maintenance, repair, inspection and operation of the irrigation systems located throughout the District.

#### **Primary Duties and Responsibilities:**

The following duties are an overview of the primary duties and responsibilities of the Irrigation Technician and should not be considered an all-inclusive list.

1. Irrigation Duties and Responsibilities
  - a. Inspect all irrigation systems during the irrigation season within the District on a weekly basis and perform a variety of skilled maintenance duties, including repairs to mainlines, valves, controllers, lateral lines and sprinkler heads.
  - b. Operate, troubleshoot, program and repair the irrigation controllers.
  - c. Perform annual inspections on all irrigation backflow preventers in accordance with guidelines established by the American Society of Sanitary Engineering.
  - d. Read water meters.
  - e. Activate irrigation systems in the spring and winterize them in the fall.
  - f. Assist the Irrigation Foreman in identifying irrigation problem areas, including dry turf or wet areas, and take proper steps to alleviate problems.
  - g. Assist the Irrigation Foreman in establishing watering programs to coincide with various seasons and conditions, established conservation practices and annual

water budget.

- h. Assist in the installation of new sprinkler systems or in making improvements to existing systems.
  - i. Assist the Irrigation Foreman in maintaining an inventory of irrigation parts to ensure that parts are available when needed.
  - j. Assist the Irrigation Foreman in addressing irrigation problems and in making improvements to the system during non-irrigation months.
2. Physical Duties and Responsibilities
- a. Operate all types of irrigation controllers found within the parks system.
  - b. Operate electrical wire tracking and fault locating equipment.
  - c. Safely operate all park maintenance equipment such as dump truck, backhoe, front-end loader, skid-steer, trencher, pipe puller and all snow removal equipment.
3. Supervisory Duties and Responsibilities
- a. Monitor the performance of seasonal staff.
  - b. Assist the Irrigation Foreman in training seasonal staff in how to properly and safely handle tools and operate the equipment used in park maintenance.
4. Miscellaneous Duties and Responsibilities
- a. Ability to read, write, speak and understand the English language at a level adequate to perform the duties of the position.
  - b. Keep accurate records of daily activities.
  - c. Work independently and effectively in a variety of irrigation activities.
  - d. Multi-task and prioritize projects.
  - e. Respond to emergency calls concerning irrigation systems or problems within the parks system or other District facilities 24 hours a day, seven day a week.
  - f. Report to work early in the morning, late in the evening, and on weekends and holidays for snow removal.
  - g. Assist in facility maintenance and repairs.
  - h. Assist in landscape maintenance projects (i.e., tree care, raking, trash removal, fence and lighting repair, snow removal, turf fertilizing, etc.).
  - i. Work extensively with other parks workers on various projects during the non-

irrigation months.

- j. Use proper safety precautions for all work performed, as outlined in the Employee Safety Guidelines.
- k. Direct inquiries from the public to the appropriate supervisory staff.
- l. Establish and maintain positive working relationships with supervisors, co-workers, and subordinates.
- m. Work well in a progressive, team-oriented environment.
- n. Provide excellent service to the community.
- o. Have a positive attitude and be a self-starter.
- p. Safely use equipment, tools and materials consistent with the manufacturer or product directions or specifications, and use industry-accepted safe working methods and techniques.
- q. Adequately care for, and maintain, all District property, and appropriately supervise use, care and maintenance of all District property by supervised personnel, and immediately report any damage to the Irrigation Foreman.
- r. Perform other duties as may be assigned from time to time.

**Immediate Supervisor:**

The Irrigation Technician reports directly to the Irrigation Foreman, and receives supervision from all higher levels of supervisory staff.

**Supervisory Responsibility:**

The Irrigation Technician provides supervision to seasonal staff assigned to the department.

**Minimum Qualifications and Certification Requirements:**

1. Education, Work Experience and Certification Qualifications and Requirements
  - a. Possess high school diploma or G.E.D.
  - b. Two years of park maintenance experience, with an emphasis in irrigation, with increasing levels of responsibility, or any combination of education and/or experience that has provided the knowledge and abilities necessary for excellent job performance.
  - c. Possess or obtain within six months of hire, and maintain, a valid Colorado Driver's License, with driving record, and be insurable by District insurance carrier.

- d. Possess or obtain within six months of hire, and maintain, the Colorado Cross Connection Technician Certification.

## 2. Irrigation Knowledge and Abilities

- a. Ability to read and understand irrigation blueprints.
- b. Know how to operate and repair irrigation valves, electrical wiring and circuits, PVC and polyethylene pipes, and the various types of sprinkler heads.
- c. Understand how to operate hand and power tools, and how to safely use and care for them.
- d. Possess skills and techniques for supervising and training seasonal staff.
- e. Know how to safely operate equipment and power tools including, but not limited to, front-end loader, backhoe, skid steer, trencher, sod cutter, snow plow, dump truck, stump grinder, chipper, bucket truck, rope and saddle climbing gear, chain saw, and hand tools.

### **Working Environment and Physical Requirements:**

This position requires work in a variety of locations and conditions, but most work is outside and requires physical labor. Accordingly, the Irrigation Technician must be able to work in the following environment and meet the following physical requirements.

#### 1. Working Environment

- a. Moderate physical activity will be required frequently.
- b. Work will be required in all weather conditions.
- c. Work may be required under hazardous and adverse conditions, including but not limited to, slippery and uneven surfaces and proximity to moving mechanical equipment, falling trees, and chemicals.
- d. Use of sensory activities such as talking, seeing, hearing, smelling, feeling (identifying objects by touch), depth perception and color vision will be required frequently.
- e. Work will involve periods of high physical, mental and/or emotional stress.

#### 2. Physical Requirements

- a. Have ability to lift, move and carry objects in excess of fifty (50) pounds frequently.
- b. Have ability to stand, walk, sit, kneel, stoop, bend, lift, squat, push, pull, crawl, jump, climb, pinch, grip, reach over head, reach away from body, and perform repetitive motions.

c. Be able to work evenings, weekends and holidays as needed.