



**EAST BAY REGIONAL PARK DISTRICT  
invites applications for the position of:**

## **Park Ranger**

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<b>SALARY:</b>	\$30.77 - \$34.33 Hourly \$5,333.47 - \$5,950.53 Monthly
<b>OPENING DATE:</b>	01/13/21
<b>CLOSING DATE:</b>	02/12/21 05:00 PM
<b>THE POSITION:</b>	



The East Bay Regional Park District is a system of beautiful parklands, trails, rolling hills, shorelines, and lakes. We have a great opportunity for highly motivated individuals who enjoy the outdoors and have a passion for working with the public. If this sounds like you, then apply today to be a part of the largest regional park district in the nation!

**Vacancy Situation:** The Park District currently has several vacancies located at various parks and sites throughout Alameda and Contra Costa counties. Park Ranger positions work either full-time for nine months of the year or full-time year-round. The hiring pools established as a result of this recruitment will be used to fill the current vacancies and additional vacancies that may occur during the one year life of the hiring pools.

**What You'll Be Doing:** Under the general supervision of the Park Supervisor, the Park Ranger performs advanced level semi-skilled and unskilled maintenance and other tasks on Park District properties and facilities in support of the operation, development, and resource protection of the Park District's parklands and trails. The Park Ranger will drive trucks, four-wheel-drive vehicles, interact with visitors by answering questions. Positions in this classification often include public contact and therefore bilingual candidates are encouraged to apply.

**We Are Looking for Individuals Who:**

- Enjoy gardening and landscaping, including mowing, pruning, and clearing brush
- Are good with their hands and can build and repair structures like fences, signs, and benches
- Are handy and comfortable using mechanical and power tools like chainsaws, power saws
- Understand irrigation pumps, or sprinklers
- Can follow written instructions and instructions
- Enjoy working with the public and are not afraid of giving directions
- Don't mind work like picking up litter, cleaning restrooms, and emptying trash cans

**A Few Reasons You May Love This Job:**

- Work in an outdoor setting performing meaningful and valued work connected to our organization's mission;
- Gain experience with room to grow within the Park District;
- Great benefits including medical, dental, tuition reimbursement, a CalPERS retirement pension, 13.5 paid holidays, and much more!

**Our Values:**

- **Respect:** We honor each other, the park users we serve, and the land we steward.
- **Resilience:** We creatively adapt to change. We address challenges with empathy, perspective, and determination.
- **Relationships:** Our greatest strength lies in the trust, accountability, and teamwork we cultivate with our colleagues, partners, and the public we serve.
- **Responsiveness:** We communicate openly, honestly, and reliably.
- **Transparency:** We hold the public's trust through meaningful stakeholder engagement and unfettered access to timely and reliable information on decisions and performance.

## **ESSENTIAL FUNCTIONS:**

- Performs a variety of advanced level semi-skilled and unskilled maintenance and related tasks on Park District properties and facilities;
- Performs grounds maintenance functions;
- Installs, inspects, repairs and adjusts irrigation systems and drainage systems;
- Maintains and operates various types of control valves, timers and other related equipment;
- Constructs and/or installs and repairs fences, gates, stairs, boardwalks, picnic tables, drinking fountains, signs, trail posts, barbecue and fire pits, docks, information panels, and cattle or horse troughs;
- Applies herbicides and pesticides;
- Performs turf mowing and/or rough mowing, using sit-down or walk-behind mowers and tractors;
- Pours concrete pads;
- Maintains trails, trail heads, service roads and staging areas, including the installation and repair of fencing, trail signs, markers, and gates;
- Performs asphalt and gravel trail repairs;
- Clears trees and brush from trails and roads;
- Trims, cuts, prunes, removes and plants trees;
- Operates and inspects a variety of vehicles and equipment, such as tractors, trucks, lawn mowers, slope mowers, chain saws, chippers, skid steers, front end loaders and boats;
- Maintains buildings, including repairing, replacing, and/or installing plumbing fixtures and valves;
- Patrols parks, trails and waterways to check for potential hazards;
- Assists in protecting the natural resources of parks and trails by monitoring the impact and activities of grazing operations and parks users;
- Assists with cattle grazing program;
- Educates park users on park rules and regulations;
- Controls rodent and other pest populations;
- Removes non-native plant species and invasive plants from Park District lands;
- Removes and/or relocates animals as needed;
- Responds to emergencies, such as medical, searches, park fires and other requests for aid;
- Operates radios to provide and coordinate information;
- Provides traffic control;
- Completes medical/incident reports;
- Performs routine maintenance work, including picking up and removing litter, cleaning and stocking restrooms, emptying garbage cans and changing trash liners and removing graffiti;
- Performs administrative tasks, such as ordering and purchasing supplies, preparing monthly revenue and other reports, preparing, monitoring and enforcing contracts, completing fixed asset inventories and maintains logs, records and reports;
- Loads and unloads compost;
- Takes hazardous tree inventory and coordinates with contractors for tree removal; performs erosion control and prevention;
- Constructs, restores and maintains natural resources and habitats;
- May monitor and report lift station and water issues;
- Maintains wells, water tanks, springs and spring fed water sources;
- Monitors and adjusts water chemistry, performs water quality testing and measures chlorine and baccicide levels;
- Prepares and paints a variety of surfaces;
- Removes various illegal dumped items, such as construction materials, green waste, household items and furniture;
- May perform maintenance on lagoons;
- Performs range management, including grass sample collection, annotating height and weight and creating general descriptions of location and vegetation types;
- Mitigates fire hazards by creating and maintaining fuel breaks around neighboring properties and throughout the parks;
- Safely removes needles and sharps as necessary;
- Performs duties of lower level classifications as required;
- Acts as supervisor as needed.

### **Maintenance and Skilled Trades Option:**

- Provides support and assists skilled trades staff and/or heavy equipment operators with special projects;
- Performs roads and trails maintenance on a project basis;
- Loads and unloads materials and equipment;
- Pulls trailers and transports equipment and materials, such as granite slabs, concrete and paver blocks, sheetrock, rock, sand, gravel and retaining wall blocks;
- Compacts and backfills retaining walls;
- Coordinates with vendors regarding specialty products;
- Assists in paving roads and pathways;
- Operates paint stripers on roads and parking lots;
- Operates vibraplates, water tenders, and pneumatic and electric jackhammers;
- Operates electronic underground pipe tracers to locate electrical conduit and metal water pipes;
- Takes down existing structures and separates and sorts materials;
- Digs holes and trenches.

**Other Functions and Duties:**

- Trains, orients and leads other Park District staff and volunteers;
- Performs special assignments, such as serving as liaison with concessionaires and other groups, supervising special crews and preparing technical contracts;
- Constructs stairs and boardwalks;
- Transports visitors to and from San Francisco Bay islands via boat;
- Repairs and replaces tile;
- Cuts, patches, sweats, and/or insulates copper pipe;
- Maintains chlorinators;
- Welds aluminum and steel to fabricate and modify parts;
- Directs emergency response vehicles and assists with communications during emergency situations;
- May assist with the birthing and care of animals and cleaning animal pins;
- Installs and performs maintenance on cameras and trail counters;
- May perform watercraft and trailer inspections;
- May operate watercrafts and deploy emergency hazardous material booms;
- Assists in landscape design, repair and installation;
- Performs native species restoration;
- May perform tours; assists in conducting various wildlife survey and conservation studies;
- Obtains utility locating permits as needed;
- And performs related duties as assigned.

**MINIMUM QUALIFICATIONS:**

*Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**Education:** Equivalent to the completion of the twelfth grade,

**AND**

**Experience:** Three years of recent experience in landscape/park facility maintenance, construction, or a related field which demonstrates the ability to perform the duties of this classification and provide quality customer service.

**Substitutions:** College level education in a related field or successful completion of related classes at a trade or vocational school, may be substituted on the basis of one year of completed college level education or trade/vocation school classes equating to one year of experience up to a maximum of a year of experience.

**License or Certificate:** Possession of a valid Class C California Driver's License is a condition of initial and continued employment in this classification.

**ADDITIONAL INFORMATION:****Knowledge of:**

- Parks and/or grounds maintenance methods and equipment; basic principles, practices and functionalities of irrigation, carpentry, electrical and plumbing systems;
- Horticulture planting, pruning, fertilizing and irrigation techniques, methods and requirements;
- Safety practices and procedures;
- Construction of erosion control structures;
- Practices of general construction;
- Rigging and winching techniques;
- Rules, regulations, and codes pertaining to the Park District.

**Ability to:**

- Safely and effectively operate and maintain a wide range of hand and power tools, vehicles, and equipment;
- Frequently lift and/or move up to 60 pounds;
- Perform basic math;
- Lead and instruct others in maintenance and repair activities;
- Work outside and under adverse weather and working conditions;
- Follow written and oral instructions;
- Perform watercraft inspections for natural resource protection as needed;
- Read maps and blue prints;
- Prioritize and adapt to changes;
- Respond to emergency situations while maintaining professionalism;
- Work autonomously and as part of a team;
- Safely and properly apply pesticides and herbicides;
- Lead and coordinate volunteer work groups;
- Perform recordkeeping and prepare complete and accurate reports;
- Provide high level of customer service;
- Learn basic wildlife, vegetation and geographic features found in Park District parks;
- Understand basic water chemistry;
- Troubleshoot and maintain pumps and filters systems for pools and swim lagoons;
- Operate and maintain pool/filtration facilities;
- Improvise and troubleshoot issues in the field in various situations;
- Inspect and identify problems with structures and formulate solutions;

- Learn and operate office equipment including computers and supporting word processing, spreadsheet, and database applications;
- Communicate clearly and concisely, both orally and in writing;
- Establish and maintain effective working relationships with those contacted in the course of work at all levels, including a culturally diverse general public, with a focus on quality service to internal staff and external customers and park users.

**Conditions of Employment:**

- Must pass a Level 1 Background Check;
- May be required to work unusual hours, nights, weekends, holidays, outdoors and in a variety of weather conditions;
- Depending on work location and assignment, ability to use a respirator in the performance of work in accordance with CAL OSHA respirator regulations, Title 8, 5144 (c) (g) (I) (A) (I.), incumbents shall not wear facial hair (e.g. beards or long sideburns, etc.) that impede the effectiveness of the respirator;
- Must wear a Park District uniform.

**Union Affiliation:** East Bay Regional Parks Employees, Local 2428, American Federation of State, County & Municipal Employees (AFSCME), AFL-CIO, represents this classification. Wages, hours, and other terms of conditions of employment are covered in an agreement between the Park District and Local 2428. The probationary period for this classification is nine (9) months.

**Application materials for this position consist of two (2) required parts:**

1. A current East Bay Regional Park District application submitted online, [and](#)
2. Completed supplemental questions. **Note:** Question #7 asks for work location preference(s). [You may view an accompanying map by clicking here.](#)

Apply prior to the closing time of the job announcement and allow at least one (1) hour to submit your application if you are a new user to the system. If you have previously applied on GovernmentJobs.com, please take care to update your existing profile. **Applications are accepted online only.** Our online application system is provided by NeoGov. If you encounter problems while applying online, please contact the NeoGov Help Desk toll-free at (855) 524-5627.

**Notification:** All applicants will be notified of the disposition of their application via email, generally within two to three weeks after the closing date. You may also sign into your governmentjobs.com account to view your current application status and notifications.

**Selection Process:** The application materials for all applicants meeting the minimum qualifications will be reviewed by a screening panel to select the best qualified for testing or interview. The District reserves the right to set up a written test, performance test, and/or other assessment procedures before or after the interview process. **Possession of minimum qualifications does not guarantee an interview or invitation to test.** Pursuant to the Federal Immigration and Reform Act of 1986, all applicants who are hired will be required to provide proof of identity and appropriate work authorization documents prior to commencement of employment. The individual chosen for hire must be able to pass a background check, including fingerprint check, and District medical examination prior to employment.

**The selection process will include the following:**

- **Supplemental Questions Screening:** Those applicants who pass the supplemental questions screening will be invited to the physical performance test.
- **Physical Performance test:** Those applicants who pass the physical performance component will proceed to the oral board interviews.
- **Oral Examination:** Applicants who are successful at passing the oral panel interview will be placed on a hiring pool for employment consideration.

**Special Testing Arrangements:** If you require special arrangements due to a verified disability or medical condition, please contact the Human Resources Department at (510) 544-2154.

**Tentative Date of Examinations:**

Performance Examination: Week of March 1st\*

Oral Examination: March 18th and 19th\*

*\*This is a tentative timeline and subject to change based on the current COVID-19 pandemic and the Shelter In Place Orders mandated by Alameda and Contra Costa Counties, and the State of California.*

**Equal Opportunity Employer:**

The East Bay Regional Park District, as an equal employment opportunity employer, encourages applicants from diverse backgrounds to apply.

## Park Ranger Supplemental Questionnaire

- \* 1. Be sure to answer the supplemental questions thoroughly and accurately. Applicants are responsible for clearly, completely, and accurately identifying their qualifications. The supplemental questions may determine your application status and eligibility to continue to the next step. Please indicate whether you have read and understood the statement above concerning submission of supplemental responses.
- Yes    No
- \* 2. Park Rangers do landscaping and gardening. Describe your experience performing landscaping and grounds work including any tools you used. This may include mowing lawns, laying sod, pruning, digging trenches, leveling the ground, installing sprinklers, picking-up litter, etc. Please include the years when you got the experience, total amount of experience, and employer or organization you gained the experience. Please limit your responses to 250 words or less.
- \* 3. Park Rangers build and repair fences, signs, and benches, etc. They also maintain mechanical equipment such as irrigation pumps. Briefly describe any experience you have in carpentry, painting, plumbing, or electrical work. This may include building new things or maintaining existing things. Include the tools you used. Please include the years when you got the experience, total amount of experience, and employer or organization you gained the experience. Please limit your responses to 250 words or less.
- \* 4. Park Rangers may operate and do light maintenance on a variety of vehicles and equipment. Describe your experience operating and maintaining vehicles and equipment as part of your work. Please include the years when you got the experience, total amount of experience, and employer or organization you gained the experience. Please limit your responses to 250 words or less.
- \* 5. Park Rangers interact with coworkers, supervisors, vendors, and especially the public. Customer service is very important. Describe your experience working with the public. If you have no public contact experience, discuss your experience with coworkers. Include anything that made your experience difficult or special, for example, interacting with people who speak other languages or those who are upset or uncooperative. Please include the years when you got the experience, total amount of experience, and employer or organization you gained the experience. Please limit your responses to 250 words or less.
- \* 6. This recruitment is for regular-status positions with benefits. However, the Park District frequently has temporary assignments available depending on the time of year. Temporary work means working without benefits. Assignments may be either full-time (30+ hrs/week) for up to 90 days, or part-time (less than 30 hrs/week) for up to six months. Are you interested in being contacted for temporary assignments?
- Yes    No
- \* 7. Location Preference - The Park District has 73 parks across Alameda and Contra Costa counties. Please know that while effort will be made to match your preference to a vacancy, hiring supervisors may still contact you for work outside of your selected preference. Additionally, your answer to this question will not impact your ability to move forward in the recruitment. It will only be used to refer applications to supervisors once the hiring list has been established, or when determining candidates for temporary work. Please select your preferred work location(s) below.
- District Wide: locations anywhere across both Alameda and Contra Costa counties. If selected, no further selection of sectors is necessary.
- Sector 1: locations in the general area of Martinez, Richmond, Berkeley, Oakland, Orinda, etc.
- Sector 2: locations in the general area of Castro Valley, Hayward, western part of Fremont (Coyote Hills & Ardenwood only).
- Sector 3: locations in the general area of Dublin, Pleasanton, Livermore, eastern part of Fremont (Vargas Plateau, Mission Peak, Sunol, etc.).
- Sector 4: locations in the general area of Danville, Walnut Creek, Concord, Antioch, Brentwood, etc.
- \* Required Question