

# Foster City is a Great Place to Live, Work and Play!

## PARKS MAINTENANCE WORKER I



### HISTORY

Incorporated in 1971 and named after real estate tycoon and visionary, T. Jack Foster, Foster City is a one-of-its-kind master planned community that rose out of the reclaimed marshlands of the San Francisco Bay. The original Master Plan envisioned a self-contained community with a variety of housing types, neighborhood shopping centers, waterfront lots and parks, and other commercial & industrial uses.

### THE ORGANIZATION

Foster City is a General Law City and operates under the Council-Manager form of government. The five members of the City Council/EMID Board are elected to four-year terms. The City Manager is appointed by the City Council/EMID Board and serves as the chief executive of the municipal organization. Foster City is a full-service city with a total 2024-2025 budget of \$142.8 million. Projected staffing includes 179 FTEs.

### MISSION

The mission of the City of Foster City is to deliver services, invest in quality infrastructure and implement policies that prioritize public safety, smart planning, a vibrant economy, fiscal stability, community connections, and a sustainable environment. In pursuit of this mission, we use community engagement and data to make decisions and measure progress based on economic, social, and environmental factors.

### THE DEPARTMENT

The [Parks and Recreation Department](#) consists of two main divisions: Parks and Recreation. The Department exists to build and create community through people, parks, and programs. Our vision is to protect our heritage and provide guidance in making parks and recreation services available to all. Services that are innovative, engaging, foster social interaction, and encourage environmental stewardship, which contribute to our healthy community.

The Parks Division shall provide safe, clean, well-maintained, and attractive parks throughout the community. Foster City has over 160 acres of park and open space land including bike paths, dog exercise areas, softball field, numerous soccer and youth baseball fields, tennis courts, basketball court, picnic facilities, bocce ball courts, walkways and pedway, and a wildlife refuge.

## THE POSITION

This is a full-time entry-level position in the Parks Maintenance Division. This position will be responsible for performing mowing, weeding, trimming, pruning, cultivating, fertilizing, pest control, planting and cleaning of lawns, trees, plants, and parks. Other responsibilities include maintaining park and maintenance equipment, buildings, facilities, and irrigation systems.

The position will also perform construction and demolition of park facilities, drainage, low-voltage electrical and irrigation systems, minor plumbing or building repair duties, will operate small trucks, dump trucks, ride on and walk-behind mowing equipment and other construction tools and mechanical equipment and vehicles.

*Please note that this is a flexibly staffed position intended to be filled at the entry level Parks Maintenance Worker I position. The higher level Parks Maintenance Worker II position may be offered at management's discretion.*



## IDEAL CANDIDATE

The ideal candidate will have knowledge of advance methods, materials, terminology and safe work practices of parks maintenance, construction maintenance equipment and tools, gardening and landscaping, and pesticide application.

The ideal candidate will have experience safely operating a variety of tools and equipment and performing physical tasks for long periods of time. The ideal candidate will have the ability to work independently, exercise good judgement, be an active listener able to understand and communicate verbal and written instructions and directions an establish and maintain a cooperative working relationship with others. Ability to respond courteously to public inquiries and effectively interact with a variety or customers is also expected.

This position requires standby and emergency response coverage before or after regular work hours, weekends, and holidays.

## Annual Compensation

**\$73,434.19 to \$89,259.04**

## EDUCATION & TRAINING

Any combination equivalent to experience and education that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way would be:

**Education:** Completion of a job or technical training program in maintenance, construction, or grounds keeping or completion of high school or the equivalent.

**Experience:** One year of full-time experience in general maintenance, construction, or groundskeeping.

### License and Certificates:

- Possession of a valid California Class "C" and Class "B" Driver's License.
- Must obtain valid California Class "B" Driver's License within six months of appointment.

**For knowledge, skills, and abilities, review the [Parks Maintenance Worker I](#) job description.**

## BENEFITS

The City of Foster City provides a superior benefits program which includes:

**Retirement Plan:** Participation in CalPERS in the 2% @ 62 retirement plan for new members and 2.7% @ 55 for classic members.

**Leaves:** 12 paid holidays; sick leave (8.66 hrs/month); vacation leave based on years of service; discretionary leave.

**Deferred Compensation:** Voluntary 457(b)/VEBA (tax deferred health benefit program).

**Health Benefits:** Flexible benefits program including health, dental, vision, and medical/dependent care reimbursement accounts.

**Work Schedule:** Optional 9/80 work schedule.

**Other:** Long-term disability insurance; and life insurance.



## SELECTION PROCESS

The most qualified candidates will be invited to continue in the selection process. The selection process may consist of one or more of the following components: application review, performance-based exam, written exam, and panel interview. A final interview will be scheduled to fill the current vacancy following the establishment of the employment list. This list will be in effect for at least one-year. Once a top candidate is identified, we will conduct reference checks. After a conditional job offer, applicants must successfully pass a pre-employment background check and other requirements as applicable.

## TO APPLY

A City/District application is required for consideration. Please keep in mind the closing date. Applications may be submitted online at [www.calopps.org](http://www.calopps.org)

