

Park Ranger - Parks, Recreation and Neighborhood Services - (2200672)

Salary:

Minimum Salary: \$69,721.60

Maximum Salary: \$84,988.80

\$3000.00 Hiring Incentive

About the Department

Are you ready to join a team that is "Building Community Through Fun?" Are you ready to make a difference?

San José's Parks, Recreation and Neighborhood Services Department (PRNS) is looking for people who want to make San José a better place to live. Our mission is to build healthy communities through people, parks, and programs, and our vision is to be a national leader in cultivating healthy communities through quality programs and dynamic public spaces. We are guided by the principles of accessibility, inclusiveness, affordability, equity, diversity, sustainability, and flexibility.

Using guiding principles from our 20-year strategic plan, [ActivateSJ](#), we create and activate quality places where people want to live, work, play, and learn: 51 community centers, 210 parks, [Happy Hollow Park & Zoo](#), and more. We take a fun approach to public service, and value the public's trust. Our team is collaborative, supportive, and innovative. We are a fast-paced organization that takes decisive action after thoughtful planning.

Positions & Duties

Per the City's COVID19 Mandatory Vaccination Policy, the City requires all employees starting on or after February 11, 2022, to provide proof of vaccination as a condition of employment absent a documented medical and/or religious exemption. Proof of vaccination means that employees are required to be "up-to-date" with regards to the COVID-19 vaccine. Consistent with the Santa Clara County Public Health Order issued on December 28, 2021, "up-to-date" means that an employee is not only "fully vaccinated," but has also obtained any booster doses of a COVID-19 vaccination for which they are eligible, within 15 days of first becoming eligible.

Please note that applications are currently not accepted through CalOpps or any other third party job board application system. To apply, applicants must complete an application via the City of San Jose's website at www.sanjoseca.gov/citycareers.

The actual salary shall be determined by the final candidate's qualifications and experience. In addition to the starting salary, employees in the Park Ranger classification shall also receive an approximate five percent (5%) ongoing non-pensionable compensation pay.

Park Rangers are stewards of the park system, providing public safety services, protecting and preserving natural and cultural resources in parks, and inspiring future generations to love and nurture nature. Park Rangers are often first on scene for medical, fire and other emergencies in the parks they oversee. They teach and enforce park rules so everyone can enjoy their visit, always

aiming to resolve situations with the lowest possible level of enforcement by leading with education.

The Parks, Recreation & Neighborhood Services Department is looking for highly motivated, personable individuals with strong leadership skills and innovative ideas to become part of a dynamic team of employees with a strong commitment to providing excellent service to our diverse community. Bilingual applicants speaking a second language such as Spanish or Vietnamese are encouraged to apply.

Specifically, under general supervision, this classification performs duties of moderate difficulty including performing overall work in park operations and visitor services; resource and environmental protection; greeting visitors and explaining/interpreting park features; collecting and accounting for fees; performing rescue and fire suppression activities; administering first aid as needed; patrolling parks; enforcement of state and local laws; performing conservation programs and projects; providing lead direction to other park personnel; coordinating and leading volunteer and internship programs; providing traffic and parking control; and preparing written and oral reports and other communication.

The Parks, Recreation & Neighborhood Services Department currently has multiple full-time permanent positions. If you are interested in employment in this classification, you should apply to ensure you are considered for additional opportunities that may utilize the applicants from this recruitment.

WORK SCHEDULES WILL FLUCTUATE TO MEET PARK OPERATIONAL NEEDS AND WILL INCLUDE WORK DURING LATE AFTERNOONS/EVENINGS, WEEKENDS AND HOLIDAYS. ASSIGNMENTS CAN BE MADE TO ANY AREA OF THE CITY'S REGIONAL PARKS, TRAILS SYSTEM, OR OTHER PRNS FACILITY.

Qualifications

Minimum Qualifications

1. Education and Experience

Two (2) years of undergraduate course work from an accredited college or university. This is equivalent to at least 60 semester units or 90 quarter units. Veterans and active military personnel may substitute this requirement if they:

- Have served in the Air Force, Army, Marines, Navy, or Coast Guard AND
- Have completed four (4) years of active military duty AND
- Have received an honorable discharge from the United States Military.

2. Licenses/Certificates

- Possession of a valid State of California driver's license.
- Possession of current Red Cross First Aid and CPR Certificates within the first six (6) months of employment.
- Deputization as a Peace Officer is required for full time positions.

NOTE: Candidates may be asked to provide certificates referenced in the Licenses/Certificates section above, at the time of interview.

3. Employment Eligibility: Federal law requires all employees to provide verification of their eligibility to work in this country. Please be informed that the City of San Jose will NOT sponsor, represent or sign any documents related to visa applications/transfers for H1-B or any other type of visa which requires an employer application.

** Candidates must pass **ONE** of the written examinations below:

- **PELLETB**: Complete the **California P.O.S.T. Reading & Writing Test (PELLETB)**. Pass Point is a T-Score total of 50 or higher. Applicants are responsible for submitting verification of their exam results with their application. Results are valid for three years. For more information or to register go to <http://www.theacademy.ca.gov/tests>

- OR -

- **National Testing Network (NTN)**: Complete the National Testing Network Test (NTN). Pass Point scores are 65% Video, 70% Reading, and 70% Writing. Nationwide classroom and/or virtual exams available. Results are valid for three years. NTN will forward exam results to the City of San José. For more information or to register go to <https://www.nationaltestingnetwork.com/publicsafetyjobs/>

** WRITTEN EXAMINATION SCORES MUST BE SUBMITTED PRIOR TO INTERVIEW

The ideal candidate will possess the following competencies, as demonstrated in past and current employment history. Desirable competencies for this position include:

Job Expertise - Demonstrates knowledge of and experience with applicable professional/technical principles and practices, including public safety, day to day park operations, park interpretive programs, conservation, nature and wildlife, natural resource management; Citywide and departmental procedures/policies and federal and state rules and regulations. Possession of an Associate or Bachelor's degree in a related field is highly desirable.

Communication Skills - Effectively conveys information and expresses thoughts and facts clearly, orally and in writing; demonstrates effective use of listening skills and displays openness to other people's ideas and thoughts.

Computer Skills - Experienced with common business computer applications including but not limited to: MS Outlook, MS Word, MS PowerPoint, MS Access, and MS Excel.

Teamwork and Interpersonal Skills - Develops effective relationships with co-workers and supervisors by helping others accomplish tasks and using collaboration and conflict resolution skills.

Conflict Management - Uses appropriate interpersonal styles and methods to reduce tension or conflict between two or more people, by presenting the facts, analysis, and conclusions or solutions that show command of content and perspectives and interests of the audience.

Customer Service - Demonstrates the ability to anticipate customers' needs and deliver services effectively and efficiently using professional demeanor.

Problem Solving - Approaches a situation or problem by defining the problem or issue; determines the significance of problem; collects information; uses logic and intuition to arrive at decisions or solutions to problems that achieve the desired outcome.

Reliability - Completes quality work assignments in a timely and efficient manner; fulfills responsibilities and maintains confidentiality as appropriate.

Selection Process

The selection process will consist of an evaluation of the applicant's training and experience based on the application and responses to the Job Specific Questions. Only the candidates whose

backgrounds best match the position will be invited to proceed in the selection process. Additional phases of the selection process will consist of one or more interviews.

Applicants deemed the most qualified after application screening, oral interviews, and/or practical/written exercise will be required to pass a background investigation, polygraph evaluation, medical and psychological examinations and fingerprint clearance prior to appointment.

If you have any questions regarding the duties for this position, please contact Lucia Wade by email at Lucia.Wade@sanjoseca.gov or at (408) 794-6200.

If you have questions about the recruitment process, please contact Nandita.Modak@sanjoseca.gov

Additional Information

To apply, please complete an application via the City of San Jose's website at <https://www.sanjoseca.gov/citycareers>. The application deadline is 11:59 PM on the final filing date **Monday May 21, 2022**. Please allow adequate time to complete the application and submit before the deadline or the system may not save your application. If your online application was successfully submitted, you will receive an automatic confirmation email to the email address you provided. IF YOU DO NOT RECEIVE THE CONFIRMATION, please email CityCareers@sanjoseca.gov and we will research the status of your application. Please contact Human Resources at (408) 535-1285, or Human.Resources@sanjoseca.gov if you have any questions.