

GROUNDSKEEPER

DEFINITION

To perform a wide variety of basic to skilled grounds maintenance work for District; to operate and maintain a variety of hand, power, and motorized equipment utilized in groundskeeping activities; and to function as a cooperative and productive team member.

SUPERVISION RECEIVED

Receives general supervision from the Director of Maintenance, Operations, and Transportation or his/her designee. This job class may also receive direction from school site management as necessary.

EXAMPLES OF DUTIES- Duties may include, but are not limited to, the following:

Performs a variety of routine and skilled groundskeeping activities.
Plants, cultivates, prunes, and waters trees, hedges, shrubs, and flowers.
Prepares and treats soil for planting and weed control.

Maintains lawns and turf; re-seeding, edging, and weeding as necessary.

Mixes and applies insecticides, fungicides and herbicides, sets bait and traps to maintain assigned areas free from pests and plant diseases.

Checks for and repairs safety hazards in planted and playground areas of sites and District facilities.

Installs, repairs, maintains, and adjusts sprinklers and sprinkler systems.

Cleans and maintains drains and flow lines free from debris.

Prepares grounds, ball fields, courtyards and flower beds to provide adequate, attractive, and safe areas for assemblies and/or recreational activity.

Transports a variety of equipment to provide materials and supplies at job site as required to complete tasks.

Mows lawn areas with tractor and power mower and edges around walks and shrub areas. Weeds and cleans around shrub areas and trees.

Uses hand tools to work soil and to remove weeds, undergrowth, and debris from school grounds and landscaped areas.

Cleans out water drainage in yards and cleans gutters on buildings.

Operates and performs minor service and repair to a variety of related hand and power tools including mowers, sweepers, edgers, sprayers.

Maintains groundskeeping equipment and supplies to ensure availability in safe operating condition.

Performs other related duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

Standard and accepted methods, tools, and equipment used in grounds maintenance.

Standard and accepted groundskeeping and gardening methods and practices including the fundamentals of and general plant care.

Standard and accepted procedures of groundskeeping and gardening materials, use, care, and safety.

Standard and accepted water systems management and techniques.

Standards for safe use of fertilizers, herbicides, and fungicides.

Safe use and application of pesticides and herbicides for pest/weed control purposes.

Safe use and operation of a variety of tools and equipment used in gardening, repair, and grounds maintenance work.

Ability to:

Read and write at a level sufficient to perform required duties.

Understand and carry out oral and written instructions in an independent manner.

Operate a variety of tools, machines, and equipment including various types of mowers, trucks, edger, tractor, hedger and chainsaw in a safe and effective manner.

Drive pickup truck.

Read and interpret landscaping plans.

Perform basic mathematical calculations including addition, subtraction, multiplication and division.

Estimate the scope of work assignments and secure necessary tools and materials to complete each assignment.

Calculate fertilizer and chemical applications safely and effectively.

Communicate effectively and positively in both oral and written forms.

Provide courteous and positive customer service.

Perform assigned duties to include heavy and continuous physical labor in a safe and effective manner for self and others.

Establish and maintain effective working relationships with those contacted in the performance of required duties.

LICENSES AND CERTIFICATES

May require possession of a valid and appropriate California State driver's license.

TRAINING AND EXPERIENCE: Any combination of training and experience which would provide the required knowledge and abilities. A typical way to obtain the required knowledge and abilities would be:

Training

The successful completion of the twelfth grade to include the ability to read and write at a level required for successful job performance.

Experience

At least two (2) years of progressively responsible experience in the groundskeeping or landscaping industry.

TYPICAL PHYSICAL REQUIREMENTS

Required to use hands and fingers to operate a variety of objects, tools, equipment, vehicles, and other motorized equipment; stand, climb, stoop, kneel crawl, bend, walk, reach, and crouch, talk and hear clearly and concisely to communicate with students, supervisors, and fellow employees on a continuous basis. Required to frequently lift and/or carry and/or move objects weighing up to 25 pounds and occasionally lift and/or move up to 100 pounds. Employee's vision requirements for the performance of required duties include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

TYPICAL WORKING CONDITIONS

Employee performs many assigned duties outdoors in a variety of climatic conditions including exposure to hot and cold temperatures, working in cramped spaces, in traffic, and underground. Continuous contact with staff, students, administrators, as well as the general public.

