

GROUNDSKEEPER/GARDENER

DEFINITION:

Under general direction of the Grounds Maintenance Supervisor, performs a variety of grounds maintenance and gardening work; assumes and performs related work as necessary or required.

CLASS CHARACTERISTICS:

This is a class, having skills in the care, grooming and maintenance of school grounds and of other District properties. Incumbents are expected to work independently or as part of a team in mowing, edging, weeding, planting, weed control spraying and cleaning assigned landscape and grounds areas throughout the District. Incumbents are also expected to provide assistance to grounds maintenance and sprinkler repair as required.

EXAMPLES OF DUTIES:

Maintains and improve physical appearance of landscape and grounds at school sites and other District properties:

Mows, edges, trims lawns, fields, around walks, flower beds, walls, fences and related grounds areas utilizing hand and power equipment; *E*

Trims and prunes shrubs, hedges, trees; *E*

Rakes lawns, weeds flowerbeds; *E*

Sweeps and/or blows grass cuttings and picks up paper and other debris from sidewalks, gutters and driveways, cleans up work areas upon completion of work and ensures proper disposal of collected debris and grass cuttings, loads trucks, carts, vehicles and transports materials to off loading site; *E*

Applies fertilizers and other soil treatments and amendments; *E*

Plants and installs new landscape materials, trees and bushes. *E*

Sprays landscaped areas with insecticides and herbicides; *E*

Operates a variety of grounds maintenance equipment; *E*

Services gardening and related equipment, including cleaning filters, changing oil, lubricating, refueling, replacing worn blades and making other minor repairs; *E*

One or more incumbents may be required to spray and/or provide instruction to other employees on spraying requirements/techniques and oversee the spraying of herbicides and other types of sprays on athletic fields, fences, trees, hedges, garden areas and other locations as directed;

One or more incumbents may be required to maintain accurate records of District-wide herbicide and/or other spraying and completes periodic reports as required;

May take remedial action against lawn and garden pests;

***E* denotes an essential function of the job.**

May assist other grounds staff in the repair and upkeep of sprinkler systems and in general grounds maintenance tasks;

May perform general custodial or minor maintenance tasks.

SUPERVISION:

Supervision is received from the Grounds Maintenance Supervisor.

Supervision is not exercised over other employees.

MINIMUM QUALIFICATIONS:

Knowledge of:

Operation of hand and power tools used in gardening and grounds keeping;

Appropriate methods, materials, used in grounds maintenance and gardening work;

Basic gardening and grounds maintenance procedures including mowing, edging, raking, planting, and weeding;

General understanding of herbicides, pesticides, fertilizers and other chemicals used in landscape and grounds maintenance and their safe/proper application;

Health and safety regulations and procedures related to landscape, grounds maintenance and gardening.

One or more incumbents may be required to have knowledge of safe and proper methods of applying herbicides and other types sprays utilized in grounds maintenance and upkeep;

One or more incumbents may be required to have knowledge of regulations governing the application of herbicides and other sprays;

Ability to:

Perform general landscape, gardening and grounds keeping activities including mowing, edging, weeding, raking, planting, pruning, spraying and cleaning up;

Safely and efficiently operate a variety of grounds maintenance tools and motor vehicle equipment;

Perform heavy manual labor in outdoor weather conditions;

Understand and carry out oral and written instructions;

Establish and maintain cooperative working relationships;

One or more incumbents may be required to obtain and maintain a valid pesticide applicator certificate;

EDUCATION AND EXPERIENCE:

Individuals possessing the foregoing knowledge, skills and abilities are considered to possess education necessary to succeed in this class. The basic educational skills are typically acquired in completion of high school. Job specific skills are typically acquired through successful work experience in general grounds keeping or landscape/gardening. One year of prior successful work experience in grounds maintenance, gardening or related work is required.

LICENSE REQUIRED:

Possession of a valid and appropriate California Driver License.

One or more incumbents may be required to possess an appropriate pesticide application certificate of competence.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Frequently stands, walks, stoops, bends, and kneels; climbs ladders and on/off riding mowers, maintains balance; Does heavy work, occasionally digging holes & trenches, lifting, carrying, pushing objects weighing up to 75 pounds; repetitively uses fingers on both hands, twists and exerts pressure with wrists and hands, and reaches over head to perform work; uses both hands/legs simultaneously; requires rapid mental/muscular coordination; communicates clearly and is able to understand normal voice conversation; has good depth perception and normal color vision; visual acuity sufficient to see small details, and distance vision to safely operate heavy equipment on school grounds and observe proper irrigation; works in various lighting conditions; works with a variety of powered equipment and sharp tools; works outside subject to ambient temperature changes; frequently exposed to fumes, odors, dust, and occasionally to toxic materials; has direct contact with District staff; works without direct guidance from supervisor; wears safety equipment appropriate to the job. Employment is contingent upon passing a physical examination and back evaluation test.

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Last revisions 11/9/06

Revisions effective 4/14/11