



## GROUNDS MAINTENANCE

### DEFINITION:

Under the supervision of the Supervisor- Grounds, performs a variety of grounds maintenance and gardening duties in the beautification of assigned grounds and landscaped areas.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Performs skilled gardening work in maintaining landscaped shrub and lawn areas.
- Plants, waters, trims, fertilizes, weeds, sprays, and cultivates trees, plants, shrubs, lawns, fields, and flowers.
- Assists with fertilizing or spraying insecticides and herbicides on lawns and landscaped areas for weed and pest control.
- Assists with identifying diseased and infested trees, shrubs, plants, and turf and reports/or recommends corrective action to his/her immediate supervisor.
- Assists with mixing and measuring pesticides for appropriate use as directed.
- Assists with installation, maintenance, and repair of irrigation systems.
- Assists with maintaining proper water distribution of turf and shrub areas.
- Assists with maintaining inventory of supplies and equipment.
- Assists in testing and repairing of back flow devices.
- Levels ruts and holes on fields to assure a safe environment.
- Operates equipment including power mower, power edgers, tractors, large field mowers, trenchers, trucks, air compressors, cement mixers, and various other pieces of equipment.
- Maintains mowers and other equipment including lubricating, blade sharpening and blade changes.
- Uses heavy equipment to perform task on various jobs including grading, roto-tilling, mowing and thatching.
- May perform a variety of maintenance work throughout the District involving heavy manual labor and semi-skilled task.
- Drives a vehicle to conduct work.
- Installs irrigation systems, maintain controllers, back flow devices and valves throughout the District.

### QUALIFICATIONS GUIDE

#### Knowledge of:

- Basic safety procedures related to plant disease and pest control, irrigation work and grounds maintenance.
- Irrigation systems, valves with a basic knowledge of back flow devices and controllers.
- Common plant and turf diseases, insect pests and approved methods of controlling same.
- Various field mowers and tractors - their maintenance and operation.
- Operation and maintenance of hand and power tools and equipment used in grounds keeping.
- Basic record-keeping techniques.
- Health and safety regulations.

#### Ability to:

- Perform a variety of grounds maintenance and gardening duties in the beautification of assigned grounds and landscaped areas.
- Maintain routine records.
- Observe health and safety regulations.
- Work cooperatively with others.
- Perform heavy physical labor.

- **Work without immediate supervision and coordinate work for others.**
- **Understand and carry out oral and written instructions.**
- **Use various gardening and grounds maintenance tools and power equipment safely and efficiently.**
- **Maintain cooperative working relationships with those contacted in the course of work.**

**EDUCATION/EXPERIENCE:**

**Any combination equivalent to: graduation from high school and some grounds maintenance or irrigation installation and repair experience.**

**LICENSES AND OTHER REQUIREMENTS:**

- **Valid California Class C driver's license.**

**PHYSICAL DEMANDS:**

**The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

- **Dexterity of hands and fingers to operate grounds maintenance equipment.**
- **Walking or standing for extended periods of time.**
- **Seeing to perform gardening and grounds work.**
- **Regularly lift and/or move up to 50 pounds; lifting, carrying, pushing or pulling heavy objects up 100 pounds with assistance.**
- **Sitting to operate tractors, mowers and other machines.**
- **Bending at the waist, kneeling or crouching.**
- **Reaching overhead, above the shoulders and horizontally.**
- **Heavy physical labor.**

**WORK ENVIRONMENT:**

**Outdoor environment. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually loud. Hazards include:**

- **Seasonal heat and cold or adverse weather conditions.**
- **Exposure to fumes, dust, odors, oil/grease, gases.**
- **Working around and with machinery having moving parts.**
- **Exposure to chemicals and fumes.**

**Previously Revised: 6/2017**