



## GROUNDS MAINTENANCE WORKER

Revision Date: 02/10/10

### BRIEF DESCRIPTION OF POSITION:

Under the supervision of the Director Maintenance, Operations and Transportation and the direction of Lead Grounds Maintenance Worker, as assigned, performs a variety of grounds maintenance duties at an assigned site or as a member of a traveling grounds maintenance crew.

### STATEMENT OF TYPICAL DUTIES:

- a. Mows and edges lawns; trims, weeds, and prunes landscaped areas; prepares and fertilizes soil; plants and waters lawns, trees, shrubs, hedges, and flowers. Operates power sweeper to clean school parking lots and walkways. Maintains power sweeper in safe operating condition. **E**
- b. Rakes leaves and lawns; sweeps and operates blower to clean sidewalks; removes debris, collects trash, and performs general grounds cleaning as assigned. **E**
- c. Sprays landscaped areas with insecticides and herbicides for insect and weed control. **E**
- d. Assists in installation, operation, maintenance and repair of sprinkler systems as assigned; irrigates and cultivates around shrubs, trees, and hedges. **E**
- e. Operates mowers, tractors, edger's, weed eaters, skip loaders, blowers, rakes, shovels, chain saws, and other grounds maintenance tools and equipment. **E**
- f. Loads and unloads truck with equipment and materials used; cleans and performs routine maintenance on grounds maintenance equipment and tools. **E**
- g. Prepares grounds, fields, and related facilities for athletic events and other special activities; prepares, lines, marks, and drags athletic field and related areas; moves and sets-up athletic equipment. **E**
- h. Assist other custodial and maintenance personnel as needed. **E**
- i. Performs other related tasks and assumes responsibilities as may be assigned by proper authority.

### KNOWLEDGE AND ABILITIES:

Knowledge of:

- Methods, equipment, and materials used in grounds maintenance work.
- Proper use and maintenance of tools and power equipment used in grounds maintenance.
- Chemicals used in grounds care and maintenance.
- Appropriate health and safety practices and procedures.

Ability to:

- Perform a variety of grounds maintenance work.
- Use and operate grounds maintenance tools and equipment safely and effectively.
- Learn new methods in the performance of general grounds maintenance and grounds reconstruction work.
- Assist in installing and repairing sprinkler systems.
- Work cooperatively with others.
- Lift objects weighing up to 50 pounds.
- Establish and maintain cooperative and effective working relationships with others.
- Operate power street sweeper.

### EDUCATION AND EXPERIENCE:

High School Diploma or GED and any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above and one year gardening or grounds maintenance experience.

### LICENSE AND OTHER REQUIREMENTS:

A valid California driver's license.

**PHYSICAL CHARACTERISTICS:**

Must be able to bend, stoop, reach horizontally and vertically; lift heavy objects; stand for prolonged periods; see to read; use hands and fingers to operate tools and equipment; speak clearly; and hear well enough to communicate effectively to perform all tasks.

**WORKING CONDITIONS:**

Work includes indoor and outdoor environment; subject to adverse weather conditions lifting, pushing, bending, stooping, and fumes from chemicals; some positions involve driving from site-to-site to conduct work.