

GROUNDSKEEPER

DEFINITION

Under the direction of an assigned supervisor, perform skilled grounds maintenance and gardening duties, and to plant, cultivate, and maintain lawns, trees, fields, shrubs and landscaped grounds of schools and district facilities.

ESSENTIAL JOB FUNCTIONS

1. Perform heavy manual labor, such as mowing lawns and fields, edging around walks, flower beds, walls, and related grounds areas.
2. Operate a variety of edgers, trimmers, forklifts, and other grounds equipment.
3. Trim shrubs, hedges, and trees.
4. Load truck with trimmings and haul it to the dump.
5. Prepare and treat soil for planting.
6. Water athletic fields and other grounds areas.
7. Assist in sweeping and picking up other grounds debris from walks and driveways, as required.
8. Operate a pickup truck and trailer to drive to various grounds locations.
9. Clean and check storm drains, as required.
10. Perform minor maintenance on a variety of grounds equipment, such as changing oil, filters, and small parts, lubricating equipment, and performing minor tune-ups on equipment.
11. May help lay out, mark, and prepare athletic fields.
12. May spray flowers, fields, and shrubs with pesticides.
13. Perform other job-related duties as assigned.

QUALIFICATIONS GUIDE

Training and Experience

Any combination of education, training, and experience equivalent to graduation from high school and one year of general experience in grounds maintenance, gardening, or related work.

License

Possession of a valid California Class C driver' s license.

Knowledge of

Methods, equipment, and materials used in landscaping and groundskeeping work.

Basic grounds maintenance procedures including mowing, edging, raking, and weeding.

Cultivating, fertilizing, watering, and spraying of flowers, trees, and shrubs.

Operation and maintenance of hand and power tools and equipment used in groundskeeping.

General safety procedures and practices.

Basic recordkeeping techniques.

Oral and written communication skills.

Computer and mobile device operations.

Proper lifting techniques.

Interpersonal skills using tact, patience, and courtesy.

Ability to

Perform a variety of grounds maintenance and landscaping duties of assigned grounds areas.
Mow, edge, water, weed, fertilize, rake, and cultivate lawns, flower beds, and other landscaped areas.
Operate a variety of grounds maintenance tools and power equipment safely and efficiently.
Perform heavy manual labor.
Drive and operate light trucks, trailers, and power equipment efficiently and safely.
Operate a computer and mobile devices.
Maintain routine records related to work performed.
Monitor and respond to requisitions in a computerized work order system.
Work independently with little supervision.
Understand, follow, and carry out oral and written instructions.
Establish and maintain cooperative and effective working relationships with others.
Communicate with diverse groups and individuals.

Physical Abilities

Refer to specific job analysis for physical demands of this position.

Work Environment

Refer to specific job analysis for detailed work environment of this position.

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