

North Monterey County Unified School District
CLASSIFIED POSITION DESCRIPTION

Position Title: **GROUNDS MAINTENANCE WORKER**
Job Family: Maintenance & Facilities
Reports to: Supervisor of Facilities, Maintenance, and Operations
Salary Level: Range 26
Calendar: Classified 12 Month

DEFINITION:

Under the direction of the Supervisor of Facilities, Maintenance, and Operations, perform a variety of grounds maintenance and gardening duties in the beautification of assigned grounds and landscaped areas.

ESSENTIAL DUTIES AND RESPONSIBILITIES: To perform a job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in the job description are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Perform gardening work in maintaining landscaped shrub and lawn areas.
- Plant, water, trim, fertilize, weed, spray, and cultivate ornamental trees, plants, shrubs, lawns, fields, and flowers; mow and edge lawns; trim shrubs and clean flower beds.
- Identify diseased and infested trees, shrubs, plants, and turf; follow procedures in fertilizing or spraying insecticides and herbicides on lawns and landscaped areas for weed and pest control.
- Operate powered equipment such as mowers, tractors, bobcat, chain-saws, electric clippers, blowers, sod cutters and pruning saws.
- Install, maintain and make minor repairs on irrigation systems, tools and equipment, maintain controllers, back flow devices and valves throughout the District.
- Provide maintenance and care for lawns by mulching aerating, weeding, grubbing, removing thatch and trimming trees and flower beds; maintain proper water distribution of turf and shrub areas.
- Follow grounds maintenance and landscaping design guidelines and procedures to plant, seed, bulb, protect foliage, ensure grass and ground cover, plant shrubs and apply mulch for protection.
- Assist with maintaining inventory of supplies and equipment.
- Level ruts and holes on fields to ensure a safe environment.
- Provides proper upkeep of sidewalks, driveways, parking lots, planters, fences, retaining walls and other grounds features.
- Operate equipment including power mower, power edgers, tractors, large field mowers, trenchers, trucks, air compressors, cement mixers, and various other pieces of equipment.
- Maintain mowers and other equipment including lubricating, blade sharpening and blade changes.
- Utilize heavy equipment to perform task on various jobs including grading, roto-tilling, mowing and thatching; drive a vehicle to conduct work.

Other Duties

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

- Any combination equivalent to: graduation from high school and one year of grounds maintenance experience.

Licenses and other Requirements:

- Valid California Driver's License with proof of insurance. (*Must submit authorization for a Driver Pull Notice.*)
- Integrated Pest Management Certificate.
- Possess a Pesticide Applicator License.

Knowledge of:

- Approved methods of planting, propagating and caring for hedges, ornamental trees, shrubs, lawns and flowers.
- Gardening materials, tools and grounds maintenance equipment and their use and care.
- Basic safety procedures related to plant disease and pest control, irrigation work and grounds maintenance.
- Common plant and turf diseases, insect and pests and approved methods of controlling and eradicating same.
- Various field mowers and tractors and 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.
- Learn irrigation systems, valves with a basic knowledge of back flow devices and controllers.
- Maintain routine records.
- Observe health and safety regulations.
- Understand and follow 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.

DESIRED QUALIFICATIONS:

- Certification in Horticulture and Commercial Grounds Maintenance.

WORKING CONDITIONS:

Work Environment:

- Outdoor work environment.
- Seasonal wet and/or humid, heat and cold or adverse weather conditions.

Physical Demands:

- 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.
- Lifting, carrying, pushing or pulling heavy objects as assigned by position.
- 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.
- Climbing and utilizing ladders.


Hazards:

- Working around and with machinery having moving parts.
- Exposure to fumes, dust, odors, oil/grease, gases.
- Exposure to pesticides, cleaning supplies and chemicals.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

CSEA and DISTRICT AGREEMENT

CSEA  DATE 6-12-18

DISTRICT  DATE 6/12/18

Board Approved: May 24, 2018