

LEAD GROUNDSWORKER

DEFINITION

Under general supervision of the Director of Maintenance, to serve as the working lead person of a Groundswoker crew; to perform a variety of skilled and semi-skilled tasks in grounds maintenance, grounds equipment and gardening work; and to perform other related duties as required.

DISTINGUISHING CHARACTERISTICS

This is the working lead level position. In addition to the tasks described below, the incumbent establishes priorities, performs on-site surveys of work to be performed, estimates manhours and orders materials; assists and directs designated employees which may include orientation and/or job training in their specific work details.

Incumbents in this class are expected to perform at journey level in one or more of the following areas: plant identification and use, gardening procedures and practices, herbicide and pesticide needs and use, pruning and pest control, sprinkler system maintenance, general grounds and grounds equipment maintenance. Other duties in the field of maintenance and operations may be assigned temporarily due to seasonal and weather factors. Shifts may include work on weekends.

ESSENTIAL FUNCTIONS

Lead Duties:

Assigns work and provides orientation and/or job training to designated employees as required;

Assists and directs other grounds personnel in their specific work details.

Groundswoker Duties:

Performs general grounds maintenance work; sweeps walks and picks up papers.

Keeps hoses, supplies, tools and equipment in proper condition and repair.

Plants, fertilizes and cares for lawns, shrubs and ornamental plants, using power mowers and other hand and power equipment.

Trims and prunes trees, hedges, and shrubs.

Prepares and treats soils for planting.

Maintains sprinkler systems and lines.

Operates power spraying and other equipment in controlling weeds and pests; Rakes leaves and hoes weeds.

May be required to drive trucks or other vehicles.

As required, may participate in custodial and maintenance activities.

LEAD GROUNDSWORKER (Cont.)

QUALIFICATIONS

Knowledge of:

Sprinkler systems; gardening materials, tools and equipment, and their proper use and care; proper safety work conditions and work habits necessary for a successful grounds program; effective and efficient grounds maintenance and gardening procedures.

Ability to:

Plan, direct and instruct others in their work assignments; perform general gardening and grounds-keeping work; repair and maintain gardening tools and equipment; operate and perform minor repair to sprinkler systems; follow oral and written directions; perform heavy manual labor; correctly demonstrate sufficient strength, mobility and range of motion to arm lift 60 pounds and floor lift 60 pounds in an employee entrance evaluation.

Experience:

One year of experience in gardening, grounds maintenance, or related work.

Education:

Equivalent to completion of the twelfth grade. Training and/or course work in the areas of horticulture, agronomy or plant science is desirable.

License:

Must maintain a valid California driver's license.