

TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

POSITION TITLE: Groundskeeper I

DEPARTMENT/DIVISION: Maintenance and Operations

POSITION SUMMARY:

Under supervision of the Grounds Leadman/Supervisor to perform routine grounds maintenance and gardening work; operate power driven grounds maintenance equipment; drive a truck and other vehicles.

ESSENTIAL FUNCTIONS:

Essential functions may include, but are not limited to the following.

1. Maintain and improve landscape areas.
2. Cuts lawns using hand mower or power mower.
3. Trims, edges and prunes, using clippers, edgers and shears.
4. Sprays fertilizer and herbicides
5. Rakes and sweeps leaves.
6. Sweeps walks and picks up paper.
7. Prepares and treats soil for planting.
8. Cleans and lubricates equipment.
9. Performs general grounds maintenance
10. Operates, maintains, repairs and services auxiliary mechanical equipment on vehicles.
11. Maintains athletic equipment and playgrounds.
12. May be assigned maintenance or custodial duties seasonally or incidental to gardening activities.
13. May supervise student workers.
14. Performs other related duties as required.

EDUCATION AND EXPERIENCE:

The ability to carry out oral and written directions; two years of experience in gardening and grounds maintenance work; possess a Class C California driver's license and be insurable. High School Diploma or equivalent required.

SKILLS AND QUALIFICATIONS:

1. Knowledge of approved methods of planting and caring for landscape
2. Knowledge of plant diseases and insects and control methods
3. Knowledge of proper use, maintenance of, and ability to operate grounds maintenance materials, tools, and equipment.
4. Ability to operate auxiliary mechanical equipment carried on power-driven equipment.
5. Knowledge of safe work practices.
6. Ability to work without immediate supervision in the field
7. Ability to effectively supervise student workers.
8. Ability to develop and maintain cooperative working relationships with those contacted in the course of work.
9. Must pass the required physical examination.

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PHYSICAL REQUIREMENTS:

Employees in this position must be able/have the ability to:

1. Sit for extended periods of time.
2. Stand and/or walk for extended periods of time.
3. Bend, squat, stoop and/or climb for extended periods of time.
4. Reach above shoulder level, push/pull for extended periods of time.
5. Carry and/or lift up to 100 lbs. above shoulder level
6. Repetitive foot movements and/or repetitive hand/arm movements (grasping/pinching) for extended periods of time.

WORK ENVIRONMENT:

Employees in this position will be required to work outdoors in various weather conditions and indoors to do repair work and paperwork. Exposure to noise, dust, and fume levels will vary depending on equipment and projects. As required, must wear protective devices such as earplugs, dust mask, coveralls, gloves, safety boots and safety glasses.

SALARY: Classified range 33

Adopted:	HS Board 8/78	Elem Board 3/12/85
Revised:	HS Board 2/23/88	
	TUSD 12/14/99	