

## TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

**POSITION:** Irrigation Specialist/Grounds Mechanic

**DEPARTMENT/DIVISION:** Maintenance and Operations

### **POSITION SUMMARY:**

Under minimal supervision of the Grounds Leadman/Supervisor to perform all functions of groundskeeper I and performs routine grounds maintenance and gardening work, including operation of large equipment, rodent and insect eradication, development of uniform turf and garden areas and surfaces, application of soil, soil amendments, fertilizer, and monitoring and maintaining grounds irrigation systems. This includes monitoring, trouble shooting, maintaining, ordering, reporting, and taking all appropriate steps to maintain district grounds in a uniform, relatively weed-free condition with healthy plant conditions.

### **ESSENTIAL FUNCTIONS:**

1. Schedules routine testing, orders repair parts and repairs all district irrigation systems.
2. Monitors and reports on the condition of, and repairs damage to, garden and field areas and irrigation systems.
3. Maintains communications with outside monitoring agencies and operates irrigation systems to ensure water levels, times, and frequencies are properly maintained.
4. Plans and implements programs designed for the beautification of all district landscaped areas, plants, cultivates, waters and sprays ornamental plants, shrubs, hedges, trees, flowers and lawns.
5. Trims hedges and shrubs, prepares and treats soil for planting, spades and fertilizes flower beds and sets out plants.
6. Uses pesticides to keep assigned areas free from pests and plant diseases.
7. Rakes leaves, hoes weeds and performs general grounds maintenance work. Sweeps walks and picks up papers, trash, and refuse.
8. Properly operates, maintains and repairs all tools, equipment, vehicles and irrigation systems in use.
9. Loads and unloads materials and equipment.
10. Maintains athletic fields and playground equipment.
11. May be assigned custodial or maintenance duties either seasonally or incidental to gardening activities.
12. May organize the duties of student workers and other positions which include grounds responsibilities.
13. Operate large equipment including, but not limited to, tractors, back-hoes, trenchers, seeders, top-dressers, etc.
14. Maintains natural and synthetic sports fields and tracks for safe athletic use in accordance with league requirements.
15. Performs other related duties as required.

**POSITION:** Irrigation Specialist/Grounds Mechanic

**EDUCATION AND EXPERIENCE:**

1. Ability to carry out oral and written directions read and write at a level sufficient to fulfill the duties to be performed for the position described.
2. Two years of experience in gardening, irrigation, and grounds maintenance work.
3. High School Diploma or equivalent is required.
4. Must earn and maintain a valid class C driver's license and be insurable.
5. Must be able to acquire and maintain the appropriate certification required to safely and lawfully apply insecticide, herbicide, rodenticide, and other pesticides on school district property.

**SKILLS AND QUALIFICATIONS:**

1. Knowledge of and ability to safely use gardening tools, materials, and equipment with skill and efficiency.
2. Knowledge of methods and practices followed in maintenance of tools, machinery, and equipment.
3. Knowledge of safe work practices.
4. Ability to develop, understand, and follow a work schedule.
5. Ability to effectively supervise student workers.
6. Knowledge to plan and properly install irrigation systems.
7. Knowledge to work without immediate supervision in the field.
8. Ability to develop and maintain cooperative working relationships with those contacted in the course of work.
9. Must pass required physical examination.
10. Must pass required courses and maintain required certification to safely and legally apply pesticides.

**PHYSICAL REQUIREMENTS:**

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

1. Sit for extended periods of time.
2. Speak and understand at normal levels with or without hearing aids.
3. Stand and/or walk on hard and/or uneven surfaces for extended periods of time.
4. Bend, squat, stoop and/or climb for extended periods of time.
5. Reach above shoulder level, push/pull up to 25 pounds for extended periods of time.
6. Lift and carry up to 100 lbs. at shoulder level.
7. Bend, squat, stoop and /or climb for extended periods of time.
8. Repetitive foot movements for extended periods of time.
9. Repetitive hand/arm movements (grasp/pinch) for extended periods of time.

**WORK ENVIRONMENT:**

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

**SALARY:** Classified range 36

Adopted: TUSD 10/13/98

Revised: TUSD 12/14/99

Revised TUSD 8/26/2008