

Oak Grove School District

JOB TITLE: GARDENER

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES

To perform responsible gardening work in the maintenance of district grounds. Employees in this classification receive general supervision from a supervisory level and within a framework of standard policies and procedures. This job class exercises independent judgement in the selection of work methods and procedures used in general gardening maintenance projects. Employees in this classification exercise responsibility for the upkeep and maintenance of assigned grounds.

TYPICAL DUTIES

- Plants, fertilizes, trims, prunes, and waters shrubs, trees, and lawn areas
- Hoes, weeds, and rakes lawns
- Picks up trash around assigned area and disposes in appropriate manner
- Edges around lawn and walkway areas
- Applies herbicides and pesticides to control pests and weeds
- Occasional planting and replacement of shrubs, trees, flowers, and lawns
- Assists in installing sprinklers
- Prepares and treats soil for planting
- Removes trees, stumps, limbs, clippings, and other debris
- Does concrete and asphalt work
- Operates power equipment and electrical tools including lawn mowers, weed eaters, edgers, chain saw, etc.
- Performs other related duties as required

MINIMUM QUALIFICATIONS

- Possession of a valid California Driver's License
- Knowledge of grounds and gardening materials, tools, and equipment and their safe use and maintenance
- Knowledge of proper gardening methods, procedures, and techniques
- Knowledge of common decorative and landscaping plants, flowers, grasses, shrubs, and trees
- Knowledge of the application and use of fertilizers and insecticides used in gardening work
- Skill to read and write at a level sufficient to successfully perform required duties
- Skill to understand and follow both oral and written instructions
- Skill to safely operate and use grounds and gardening tools and equipment

**GARDENER**

MINIMUM QUALIFICATIONS cont'd

- Skill to maintain gardening tools equipment
- Ability to meet the physical requirements necessary to safely and effectively perform required duties
- Skill to maintain effective work relationships with those contacted in the performance of the job