LOMPOC UNIFIED SCHOOL DISTRICT

GROUNDMAINTENANCE WORKER I

PURPOSE STATEMENT:

Under the direction of the Director of Maintenance and Operations, provide grounds maintenance services at assigned sites; ensure attractive and safe grounds areas and athletic fields; protect against erosion; perform a variety of special grounds maintenance operations; maintain grounds for assemblies, events and recreational activities.

DISTINGUISHING CHARACTERISTICS:
The Grounds Maintenance Worker I classification is the entry-level position in the series. Incumbents are required to have at least one year of grounds keeping experience and work under close supervision, using standardized procedures and operating within a defined budget. The Grounds Maintenance Worker II classification is the more experienced-level position in the series. Incumbents work at an assigned high school site under general supervision, with at least two years of grounds keeping experience, and serve as back-up to Lead Grounds Maintenance Worker in case of their absence, and for the purposes of prioritizing projects, providing work direction, providing training and ensuring tasks are performed in a safe and timely manner.

ESSENTIAL FUNCTIONS:

Mow, edge, trim, and water lawns, fields and other turf grounds; plant, cultivate, spray, fertilize and irrigate flowers, trees, and grass; prune trees, hedges and shrubs to ensure safe and attractive grounds for students, staff and the public.

Prepare grounds and athletic fields; hoe and pull weeds and rake leaves; edge walkways fertilize soil, courtyards, flower beds, chalk fields, paint stripping; provide adequate, attractive and safe areas for assemblies, recreational activities and athletic events; water various grounds areas by hand or by operating the irrigation system; sweep litter from walks and driveways.

Apply fertilizers, pesticides, herbicides, rodent and wild animal control; promote healthy growth and control insects, weeds and wildlife in accordance with established procedures.

Perform general grounds cleanup, including picking up paper, trash and debris on grounds areas, parking lots, playgrounds, athletic fields and other assigned areas; empty waste receptacles.

Maintain grounds maintenance equipment in safe operating condition; perform minor maintenance on equipment such as changing blades, greasing and changing oil; maintain job related grounds keeping equipment such as routine repairs and minor adjustments; maintain routine records related to assigned activities.

Request materials, supplies, equipment, and support personnel; complete assignments in a timely manner.

Operate a variety of power-driven equipment such as tractors, mowers, edgers, blowers, power pressure sprayers and other equipment used in grounds maintenance work; utilize standard gardening hand tools.

Respond to immediate safety and operational concerns such as facility damage, vandalism and alarms; undertake appropriate action or notify appropriate personnel for resolution.

Transport a variety of tools, equipment and supplies; ensure the availability of materials required at job site; drive a vehicle to conduct work.

OTHER FUNCTIONS:

Perform related duties as assigned.

Assist in the installation of playground equipment and maintain playground equipment.

KNOWLEDGE, SKILLS AND ABILITIES:

KNOWLEDGE OF:

Basic grounds maintenance procedures including mowing, edging, raking and weeding. Methods, equipment and materials used in gardening and grounds keeping work. Cultivating, fertilizing, watering and spraying of flowers, trees and shrubs. 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.
Mow, edge, water, weed, fertilize, rake and cultivate lawns, flower beds, athletic fields and other landscaped areas.
Operate hand and power tools and other equipment used in grounds maintenance.
Understand and follow oral and written instructions.
Maintain routine records.
Observe health and safety regulations.
Work cooperatively with others.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and one year general grounds keeping experience in gardening or maintenance.

LICENSE AND OTHER REQUIREMENTS:
Valid California Class C driver’s license.
Criminal Justice Fingerprint/Background Clearance.
TB Clearance.

WORKING CONDITIONS:

ENVIRONMENT:
Outdoor work environment.
Seasonal heat and cold or adverse weather conditions.
Exposure to fumes, dust, odors, oil/grease, gases.

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 and some climbing and balancing.
Reaching overhead, above the shoulders and horizontally.
Heavy physical labor.
Generally the job requires 10% sitting, 50% walking, and 40% standing.

HAZARDS:
Working around and with machinery having moving parts.
Exposure to chemicals and fumes.

FLSA Status: Non-Exempt
Approval Date: 2/25/2010
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Salary Range: Classified 32 (Approved 10/10/17)