



LOMPOC UNIFIED SCHOOL DISTRICT

GROUNDS MAINTENANCE WORKER I

JOB SUMMARY:

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 DUTIES AND RESPONSIBILITIES:

- 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; set up and breakdown for school events.
- 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 DUTIES:

- Assist in the installation of playground equipment and maintain playground equipment as assigned.
- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

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

Licenses and other Requirements

- Valid California Class C driver’s license.
- Criminal Justice Fingerprint/Background Clearance.
- TB Clearance.

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.

WORKING CONDITIONS:

Work Environment:

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

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- 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.

Hazards:

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

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

FLSA Status: Non-Exempt

Board Approval Date: February 14, 2023

Personnel Commission First Reading: October 20, 2022

Personnel Commission Approval Date: November 17, 2022

Salary Range: 32