

Birmingham Community Charter High School Gardener

Title: Gardener
FLSA Status: Non-Exempt
Reports to: Plant Manager or Site Administrator
Supervises: N/A

DEFINITION:

Under general supervision of the Plant Manager, performs routine and assigned tasks of maintenance gardening work including lawns, athletic fields, trees, shrubs, unplanted areas and undeveloped areas throughout the school. Operate a variety of light and heavy power and grounds equipment to perform grounds maintenance gardening work.

ESSENTIAL FUNCTIONS:

- Tends lawns and turf on athletic fields by mowing, reseeding, edging, fertilizing, spraying, renovating and weeding
- Plants and tends trees, shrubs, annuals, perennials, and ground covers by cultivating, pruning and shaping, staking, fertilizing, spraying, mulching, weeding, transplanting and removing hazardous or unnecessary growth
- Operates power equipment including but not limited to mowers, edgers, sprayers, hedge trimmers, weed trimmers, chain saws, back blowers, utility tractors, rototillers and renovators
- Adjusts and performs minor maintenance on tools and power equipment
- Checks safety hazards in planted areas of a school campus, prepares reports, and performs appropriate repairs
- Maintains, adjusts, and makes minor repairs on lawn sprinkler systems
- Keeps drains and flow lines in planted areas free from debris
- Assists in laying out and marking athletic and recreation fields
- Applies fertilizers and soil amendments
- Sets out traps for pests
- Maintains athletic facilities such as long jump pits, runways, running tracks and shot put areas
- May advise and train custodial personnel in proper watering procedures, operation and setting of automatic sprinkler controllers, maintenance and adjustment of lawn sprinkler systems
- Maintains or replaces plants in various containers
- Maintains weed control of elementary agriculture plots and assist in preparation for educational programs
- Drives a van, truck, or other vehicle to transport gardening equipment, tools and supplies
- Performs related duties as assigned

KNOWLEDGE OF:

- Plant materials such as ground covers, turf areas, weeds, trees and shrubs
- Methods, materials, tools and power equipment used in the care of lawns, turf, trees, shrubs, hedges, ground cover and flowers grown in Southern California
- Methods of grounds maintenance and gardening, such as landscaping and design, planting, pruning, irrigation and weed control
- Fire, health, safety, Charter policies and procedures and other laws and regulations that may affect students, gardening employees, other Charter personnel and property

Gardener

- Safety practices related to power equipment, pest, weed control materials, and fertilizers

ABILITY TO:

- Safely operate and make minor repairs to power equipment
- Plant and prune trees, shrubs, hedges, ground cover and flowers
- Deal effectively with school personnel, students and the public
- Kneel and squat for extended periods of time
- Cultivate, irrigate, fertilize, water, grow plants, trees, shrubs and lawns
- Operate and make minor repairs to power equipment and all types of sprinkler systems
- Use appropriate types of soils, fertilizer, pest control materials in proper proportions and sequence

EDUCATION:

Graduation from high school or evidence of equivalent educational proficiency.

Successful completion of four courses in horticulture, agriculture, or related subjects in a high school, college, adult or vocational school may be substituted for six months of the required experience.

EXPERIENCE:

One year of paid experience in general maintenance gardening including care of lawns, trees, shrubs, hedges, ground covers and flowers.

SPECIAL:

A valid California Driver License and use of an automobile may be required for this position.

PHYSICAL DEMANDS:

- Safely lift and move tools, equipment and other materials related to the work
- Freedom from allergies caused by common plants, shrubs and trees which might interfere with work assignments
- Lift, carry, push, pull, bend, twist, stoop, kneel, walk, run and crawl
- Perform moderate to heavy physical exertion
- Lift and carry up to 50 pounds
- Reach in all directions
- Stand, sit and walk for extended periods of time
- Work predominantly in outdoor environment, including possible adverse weather conditions
- Read, interpret, and apply rules, regulations, policies and procedures

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depends, in part, on the specific requirements for the job, the limitations related to disability and the ability of the hiring department to accommodate the limitation.

Right to Revise:

This job description is not meant to be all-inclusive and the Charter School reserves the right to revise this job description as necessary without advance notice.

The statements herein are intended to describe the general nature and level of work being performed by employees, and are not to be construed, as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer without notice.

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Employee: I have received a copy of the above Job Description and agree to direct any questions to my supervisor.

Employee Signature

Date