

Lead Grounds Technician II

New Hanover County Schools

Job Description

Class: Classified
Division: Operations
Dept.: Maintenance Operations

TITLE: Lead Grounds Technician II

QUALIFICATIONS:

1. High School Diploma or equivalent with five years of experience in grounds maintenance preferred.
2. Valid pesticide applicator's license or obtainment of license within six months of employment.
3. Five years of progressive experience in a commercial and/or industrial setting.
4. Certification as a Playground Safety Inspector required.
5. Minimum of one-year experience actively involved in the inspection, maintenance, repair, and installation of playground equipment.
6. Valid North Carolina driver's license required.

REPORTS TO: Paint/Grounds Foreman

JOB GOAL: To perform a variety of duties related to the inspection and maintenance of school playgrounds. Perform pest control services in accordance with district Integrated Pest Management (IPM) program. Act as Lead for Paint/Grounds Shop.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

1. Follow all rules, policies, and procedures of New Hanover County Schools, along with state and federal regulations pertaining to school/department issues.
2. Lead responsibilities include guidance and instruction on techniques, methods, and procedures for accomplishing assigned tasks and solving problems.
3. Assist with coordination of routine ground maintenance needs, setting priorities, and handling more complex assignments.

4. Research equipment and material needs and assist in the preparation of estimates, reports, requisitions, contracts, and amendments.
5. Provide guidance and technical assistance to others. Give clear and concise instructions.
6. Serve in the absence of the Foreman.
7. Generate and complete assigned work orders.
8. Coordinate and perform pest control services for the school system.
9. Ensure all IPM work orders are noted in Incident IQ and notes are transferred to the shop IPM binder (herbicide and pesticide application log) for future reference.
10. Prepare and maintain records of playground equipment inventory and supplies; repair as needed.
11. Conduct routine safety audits of each NHCS playground.
12. Assist with scheduling paint projects throughout the district.
13. Assist with entering/closing work orders and processing requisitions.
14. Meet all schedules and deadlines in a timely fashion.
15. Willing to be on-call in case of emergency.
16. Strive to maintain and improve professional competence. Participate in the development and support of the broad school/department vision.
17. Perform related duties and responsibilities as requested by the Supervisor.

The above statements describe the general nature and level of work being performed by individuals assigned to this job. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so employed.

Terms of Employment: Twelve-month work year/At Will/FLSA Non-Exempt

Starting Salary and/or Grade: Grade 67

Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board and local policy on evaluation of personnel.

Knowledge, Skills and Abilities:

- Ability to understand and carry out broad verbal and written instructions.
- Demonstrate considerable knowledge and skill of the use of a variety of tools of the trade.
- Demonstrate considerable knowledge of the methods and techniques used in trade.
- Ability to read and work from plans, blueprints and sketches.
- Ability to maintain accurate records.
- Ability to plan and organize work.
- Demonstrate functional knowledge of the applicable building codes and specifications.
- Ability to accurately identify pest problems and coordinate pest control services for New Hanover County Schools.
- Knowledge of methods, equipment and materials used in general maintenance of playground equipment.
- Knowledge of playground safety standards directed by the Consumer Product Safety Commission.
- Physical ability and dexterity to perform duties and responsibilities of the job.
- Ability to lift, carry, push or pull weights up to 75 pounds.