

**CLASSIFIED JOB DESCRIPTION**

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**GARDENER-GROUNDSKEEPER – ENTRY LEVEL**

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**JOB SUMMARY:**

Under general supervision, performs semi skilled gardening/maintenance work on assigned planter areas, turf areas, plants, shrubs, gardens and other district landscaped area's: drives motorized equipment and trucks; and performs other duties as assigned.

**ESSENTIAL JOB FUNCTIONS:**

- Maintains landscape including lawns, trees, shrubs and all other associated equipment and materials related to landscaping/maintenance.
- Prep Prepares and fertilizes soil and planter areas.
- Plant landscape, i.e. lawns, trees and shrubs, groundcover and other plants associated with landscaping.
- Assist irrigation technicians with the installation of irrigation piping, valves and associated materials.
- Assists in the construction of grounds construction projects i, e., retaining walls, planter boxes, etc., but not limited to the above.
- Cleans/clears storm drains, washouts and fallen trees.
- Inspects vehicles, landscape and equipment.
- Requests materials, supplies and equipment
- Documents reports, forms and job orders.
- Assists in the construction of grounds construction projects i,e., retaining walls, planter boxes, ect., but not limited to the above.
- Requests materials, supplies and equipment.
- Operates gardening and grounds equipment (hand and power), truck, tractor, trencher and attachments.
- Drives motorized equipment and trucks.

**ESSENTIAL JOB REQUIREMENTS - QUALIFICATIONS:**

Evidence of one year semi skilled experience in groundskeeping, maintenance or landscape construction including some experience operating power and motorized equipment.

Ability to operate power sweeper, truck, tractor, dump truck, lawn mowers and edgers; repair and maintain garden tools; follow oral and written directions; work well with other people.

Knowledge of groundskeeping and landscape maintenance; watering, spading and lawn cutting procedures; mechanical aptitude.

High school diploma or GED required.

Possession of valid California driver's license. Must have a good driving record and be insurable under the District's insurance program; must maintain insurability.

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May be required to obtain Pest Control Applicator's Certificate within the first year of employment: certificate must be kept current.

May be required to obtain a class A driver's license within the first year of employment: certificate must be kept current.

*Classified Salary Schedule: Range 26*  
*BOARD APPROVED: 10/01/96*  
*REVISION DATES: 03/20/07*  
*07/17/23*  
*08/09/2023*