

SUPERVISORY JOB DESCRIPTION

IRRIGATION SYSTEM AND GROUNDS SUPERVISOR

JOB SUMMARY:

Under the general direction of the Facilities Operations Manager, organize, supervise, and directs employees assigned to the Facilities Operations Grounds, Irrigation and Heavy Equipment departments which are responsible for planting, cultivating, repairing, irrigating, and maintaining interior and exterior school grounds and play fields.

ESSENTIAL JOB FUNCTIONS:

- Oversee the repair and maintenance of grounds, irrigation systems, and heavy equipment; ensure efficient operation and compliance with District policies and regulations.
- Lead and train irrigation specialists, heavy equipment operators, and gardener-groundskeepers; manage schedules, employee attendance, and performance.
- Review and inspect maintenance, repair, and construction projects for accuracy and compliance; assess material, labor, and time requirements.
- Safely operate power tools, heavy equipment, and vehicles; manage and maintain equipment.
- Oversee the design, installation, and maintenance of irrigation systems; program and troubleshoot web-based control systems to optimize water usage.
- Order and manage supplies, materials, and equipment; maintain inventory and oversee storage.
- Compile and maintain records related to maintenance activities; prepare and submit reports.
- Provide technical advice to district personnel; communicate effectively with staff, administrators, and contractors.
- Implement and maintain the Integrated Pest Management Program; maintain landscape areas, including lawns, trees, and shrubs.
- Respond to emergency needs and troubleshooting issues as required; take corrective actions based on data analysis.
- Perform other duties as assigned, including participating in meetings and overseeing special projects.
- Perform other duties as assigned.
- Evidence of five years of increasingly responsible experience in a ground's maintenance trade, including two years as a journeyman or lead level experience.
- Must possess a valid California driver's license. Must be insurable under the District's insurance program and must maintain insurability.

ESSENTIAL JOB REQUIREMENTS – QUALIFICATIONS:

- Ability to follow oral and written directions; mechanical ability; physical strength and ability; ability to drive a light truck and other mechanized equipment.
- A thorough knowledge of computer systems used in weather stations, central control irrigation system programming and all its associated software and hardware.
- Hardware configuration knowledge to be able to program satellite controllers.
- A comprehensive knowledge of water-saving measures and software as related to central control irrigation systems.
- Ability to troubleshoot and diagnose central control system hardware.
- Knowledge of the practices, tools, equipment, and materials used in the maintenance of grounds.
- Will be required to carry a District issued cell phone.
- Will be required to assist District in emergency events.
- High school diploma or GED required.

Supervisory Salary Schedule: Range 25
BOARD APPROVED: