Position:	Grounds Specialist III	FLSA: Non-exempt
Department:	Maintenance & Operations	Salary Grade: 9
Reports to:	Director of Maintenance & Operations	

OVERALL OBJECTIVE AND SUMMARY

Performs a variety of skilled work in the preparation and maintenance of grounds and athletic fields; installation, maintenance, and repair of sprinkler irrigation systems; and/or the construction of special landscaping or play areas.

This position reflects competency in several areas of specialization requiring advanced training, education or experience. Examples of "skilled" work include, but are not limited to (1) design, installation, and maintenance of irrigation systems; (2) operation of equipment such as backhoes; (3) recognition for landscape and horticultural design sufficient to layout, contour, and construct special areas and fields.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- **Field Preparation**. Mows, grooms, contours, and lines athletic and public use play fields to comply with required dimensions.

- **Irrigation**. Installs, repairs and replaces landscape irrigation systems following blueprints, sketches or verbal instructions. Designs and prepares plans for irrigation systems.

- Installs, adjusts, maintains and repairs electronic timers. Installs, inspects and performs major repairs to electronic and hydraulic valves and controllers. Replaces and repairs a wide variety of sprinkler heads and lines by removing, disassembling and replacing worn or broken parts.

- Inspects the installation of irrigation systems and equipment by outside contractors.

- Identifies equipment needs for each assigned project.

- May guide and train lower level grounds personnel in the maintenance of irrigation systems.

- Orders irrigation parts and supplies as necessary.

- **Equipment**. Operates specialized and demanding machinery to dig, excavate, contour, and construct special land uses such as athletic fields and pedestrian parks.

- Operates combination front loader/back hoe, trenchers, dump trucks, and equivalent machinery. Inspects machinery before use to ensure proper servicing and safe operating condition.

- Operates other demanding equipment such as jackhammers, compressors, and an array of common power tools.

- Trains other staff in the proper use of specialized and heavy equipment.

- **Horticulture**. Serves as a resource on landscape and horticultural matters. May plan, draw, and prepare land changes to conform to desired landscaping goals.

- Participates in selection of plants, shrubs, trees, and flowers to accomplish landscaping objectives. Oversees and participates in planting.

- Prepares grounds for excavation by marking contours, levels, and areas for plantings and surfaces.

- Performs all of the duties of the Grounds Specialists I and II.

- Performs other duties as assigned that support the overall objective of the position.

QUALIFICATIONS

Knowledge of:

- Irrigation design, operations and maintenance including the machinery and equipment used in installation and maintenance of irrigation systems (electrical and computerized systems).
- Medium to heavy equipment operation of backhoes, trenchers, brush cutters, large trucks, etc.
- Operating techniques and use of a full range of grounds maintenance equipment.
- How to maintain, repair, adjust and troubleshoot equipment.
- The techniques for grounds and landscape maintenance and upkeep including the use of fertilizers, herbicides, and fungicides.
- Applicable safety and health procedures and regulations.
- Interpersonal skills using tact, patience, and courtesy.

Ability to:

- Design, install, maintain, and troubleshoot District irrigation systems.
- Operate large vehicle, excavating and other mechanical equipment safely.
- Use and operate hand tools, mechanical equipment and power tools and equipment required for the work in a safe and efficient manner.
- Use construction tools, equipment and vehicles skillfully.
- Plan, prioritize and delegate.
- Lead, train, and assign work duties.
- Communicate to discuss and impart technical information and to carry out routine communications encountered in the position.
- Understand and follow oral and written instructions.
- Maintain harmonious relations with the employees in other departments contacted during routine performance of duties.
- Establish and maintain cooperative and effective working relationships with others.
- Pass a qualifying Employee Entrance Evaluation.

PHYSICAL ABILITIES

Work is always outdoors, sometimes in extreme weather conditions.

This position requires:

- The ability to stand, walk, and manipulate (lift, carry, move) light to medium weights of 10 - 50 pounds on a frequent basis, over 50 pounds on an occasional basis.
- The ability to stoop, kneel and crouch.
- Hand-eye coordination, hand and finger dexterity including ability to grasp, and visual acuity to operate equipment and read technical and safety information.
- The ability to hear and speak to exchange information.

EDUCATION AND EXPERIENCE

A high school diploma or equivalent is desired. Additional experience may substitute for education. Minimum of three years of increasingly responsible experience performing in areas such as irrigation system installation and maintenance, operation of excavating equipment, or having specialized knowledge of landscaping and horticultural techniques through post-high school training is desired. Handling and application of fertilizer, fungicides, and herbicides training is desirable.

LICENSES AND CERTIFICATES

Requires valid California driver's license.

Adopted: June 2001
Revised: July 14, 2004
Revised: April 9, 2008
Range Updated: July 1, 2025 per CBA