MT DIABLO UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Grounds Worker I
REPORTS TO:	Landscape Manager
DEPARTMENT:	Maintenance & Operations
CLASSIFICATION:	Classified
SALARY:	Teamster Range 424
BOARD APPROVED:	February 1, 2023

SUMMARY DEFINITION: Under direction and general supervision of the Landscape Manager, performs a variety of general grounds maintenance and gardening work of routine difficulty in order to keep landscaped areas properly cared for and maintained as required to sustain District facilities. Technician will work as a member of a grounds crew or when assigned, may work independently.

ESSENTIAL FUNCTIONS

E = Essential Functions (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of duties, knowledge or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

- Performs a variety of general site grounds cleaning, maintenance, and gardening work to ensure the District's facilities and equipment are maintained in a safe operation condition. Complete all duties in a timely manner with accuracy and without errors. **E**
- Operates power equipment, including but not limited to hedgers, blowers, weedeaters, edgers, chain saws, etc. **E**
- Completes pruning of trees and shrubs, utilizing appropriate equipment, to support the beautification of our facilities and enhance student safety supervision. **E**
- Completes fertilizing, planting, sodding, hauling, digging and loading as requested. **E**
- Pulls, spades and hoes weeds, rakes leaves and lawns, cultivates grounds around plants and shrubs. **E**
- Assist in weed abatement including, but not limited to applying chemicals for weed control and eradicating other pests as assigned, under the supervision of licensed staff. **E**
- Performs mowing duties of push mowers and lawn edger.
- Loads, unloads and assists in maintenance of all equipment and equipment inventory. **E**

- Performs minor sprinkler head repairs and adjustments.
- May assist in the adjustment and operation of irrigation controller.
- May assist in the installation of irrigation systems.
- Assists in maintenance and preparation of athletic facilities and fields. **E**
- Collaborate, communicate and coordinate with Landscape Manager and grounds colleagues for the purpose of completing projects and work orders efficiently. **E**
- Inspects facilities and equipment to determine maintenance and repair needs; performs preventive maintenance activities; and refers major maintenance and repair to appropriate staff. **E**
- Identifies, reports, and assists with resolving safety, sanitary, and fire hazards as directed.
- May drive a truck with a trailer attachment in transporting grounds maintenance equipment from work site to work site or green waste to disposal facility.
- Completes assigned work orders including closeout, tracking time and inventory.
- May assist in emergency response to ensure the District facilities are secure and operational, as needed.
- Provides support for Civic Center Act by preparing buildings and/or site for events.
- Attend safety trainings and other certification trainings as required.
- Performs other related duties as assigned.

DESIRABLE QUALIFICATIONS:

EDUCATION AND EXPERIENCE: None.

KNOWLEDGE OF:

- Basic gardening and landscaping materials
- The use and maintenance of gardening equipment, tools and machinery
- English grammar, punctuation and spelling
- Understanding basic technology

SKILL IN:

- Operating tools necessary for grounds maintenance
- Interpersonal skills using tact, patience and courtesy

ABILITY TO:

- Establish and maintain effective working relationships with others

- Follow oral and written instructions
- Perform heavy manual labor
- Ability to work independently with little to no supervision

WORKING CONDITIONS:

ENVIRONMENT:
Indoor office or classroom environment, regularly around students, outdoors, and shop environment; drive a vehicle to conduct work; noise from equipment, regular exposure to fumes, dust and odors; and exposure to adverse weather conditions.
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PHYSICAL DEMANDS: The usual and customary methods of performing the job's functions require the following physical demands: frequent significant lifting, carrying, pushing, and/or pulling, frequent climbing and balancing, frequent stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally, the job requires walking, and standing for various amounts of time. The job is performed under some temperature variations and under conditions with exposure to risk of injury and/or illness. Capable of frequently lifting / carrying / pushing / pulling up to 25 lbs; up to 50 lbs occasionally; lifting / carrying / pushing / pulling over 51 lbs will be done as part of a team; considerable physical activity required.

HAZARDS: Working on ladders or scaffolding at heights; working in a cramped or restrictive work chamber; working around and with machinery having moving parts; and exposure to flying debris or nails, chemicals and solvents. Subject to noise and fumes from equipment operation; exposure to chemicals and pesticides; repetitive hand motion; slipping; flying debris; high pressure hoses; and may be exposed to fecal matter, snakes, insect bites/swarms, ant bites, and cuts from tools or materials.

LICENSES AND CERTIFICATES:
Possession of a valid California driver's license is required.

Board Approved: February 1, 2023

Salary Range: 424