

## GROUNDS MAINTENANCE TECHNICIAN

### **DEFINITION:**

Under the direction of the Director of Maintenance, to assess the training needs of the head custodians and grounds person(s) and administer on-site training programs; to maintain a sprinkler repair stock for the district; to oversee landscape and sprinkler contracts during their installation; to perform grounds maintenance and gardening work, and to do related work as required.

### **QUALIFICATIONS:**

#### **Experience:**

- Three (3) years of experience in gardening, grounds maintenance, or related work.

#### **Education:**

- Equivalent to completion of twelfth grade.

#### **Licenses and Certifications:**

- Valid California Class C driver's license.
- Valid State of California Qualified Applicators License from the Department of Pesticide Regulations is preferred.

### **DISTINGUISHING CHARACTERISTICS:**

This position requires a high degree of skills in sprinkler system design, installation and repair; knowledge in landscape design; handling chemicals; gardening equipment repair; tree pruning; and all other areas in horticulture. Due to seasonal and weather factors, other duties in the field of maintenance and operations may be assigned temporarily. This position involves all the responsibilities of a Grounds person as well as the responsibility to provide and administer specified grounds training programs to head custodians and grounds persons, and to supplement grounds training provided by site level managers.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Perform maintenance and repairs irrigation systems inclusive of irrigation pumps, main lines, valves lateral lines, drip systems and spray heads.
- Operate, maintain, repair, and monitor irrigation controls systems at district sites.
- Operate and maintain spray equipment used for the application of district approved herbicides for weed abatement.
- Operate and maintain Pressurized Exhaust Rodent Control (PERC) equipment used for the control/elimination of burrowing rodents on district property. Including but not limited to gophers, voles, moles, and ground squirrels.
- Assign work, plan and assist other staff in treatment or extermination processes to eliminate or control rodents, insects, or weeds.
- Assess the need for and administer on-site training programs for head custodians and grounds personnel.
- Maintain sprinkler parts stock for the district, prepare annual bid list, reviews and approves bids.
- Maintain district stock of fertilizer and plant food supplies and coordinate distribution schedule.
- Assist in the design and installation of landscape and sprinkler projects
- Oversee outside contractors and inspect their work.
- Maintain lawn equipment

- Perform tree maintenance and other perform general gardening and grounds work
- Perform grounds maintenance work, keep hoses, supplies, tools and equipment in proper condition and repair.
- Plant, cultivates, water, and spray ornamental plants, shrubs hedges, trees and flowers.
- Fertilize, water and cares for lawns, using hand and power mowers.
- Trims trees, hedges, and shrubs.
- Prepare and treat soil for planting, fertilizes fields and lawns.
- Aids in keeping assigned areas free from pests and plant diseases.
- Rakes leaves and hoe weeds.
- Operate heavy duty equipment.
- Participates in custodial and maintenance activities as needed.

**KNOWLEDGE OF:**

- Grounds Maintenance principles of landscaping, sprinkler systems, handling chemicals, lawn equipment, tree maintenance, horticulture, and irrigation control systems.
- The operation and minor maintenance of a variety of hand and power tools, and light to heavy power equipment.
- Operational characteristics of specialized grounds maintenance and repair equipment.
- Occupational hazards and safety equipment and practices related to the work, including the handling of hazardous chemicals.
- Rodent identification and control.
- Rain Master control systems are desirable.

**ABILITIES AND SKILLS:**

- Instruct and train grounds personnel
- Organize own work, set priorities, and meet critical time deadlines.
- Operate specialized grounds maintenance and repair equipment.
- Understand and follow oral and written instructions.
- Troubleshoot grounds maintenance problems and determine materials and supplies required for repair.
- Use and maintain tools and equipment related to the work safely.
- Make accurate arithmetic calculations.
- Perform routine equipment maintenance.

**PHYSICAL REQUIREMENTS:**

**Physical abilities** include vision to read printed material and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards.

**Significant physical abilities** must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces and around machines, to climb and descend ladders, to operate varied hand and power tools and construction equipment.

Correctly demonstrate sufficient strength, mobility and range of motion to arm lift 60 pounds and floor lift 60 pounds in an employee entrance evaluation.

**WORK ENVIRONMENT:**

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- The noise level in the work environment is usually loud due to equipment used.
- Employees in this position will be required to work field and are exposed to cold and hot temperatures, inclement weather conditions, road hazards, vibration, Chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes.