

## **DINUBA UNIFIED SCHOOL DISTRICT**

### **CLASS TITLE: GROUNDSKEEPER II SITE-BASED (New High School)**

#### **BASIC FUNCTION:**

Under the direction of the Director-Facilities and in coordination with the Groundskeeper – Lead, perform a variety of grounds maintenance and gardening duties in the beautification of assigned grounds and landscaped areas at the New High School site. This is a site-based position and is responsible for maintaining all exterior grounds, landscaped areas, and irrigation systems at a single, high-use campus.

#### **DISTINGUISHING CHARACTERISTICS:**

This classification performs duties beyond the scope of a general Groundskeeper and focuses on site-level independence and accountability. Unlike the Groundskeeper – Lead, this position does not supervise other staff.

#### **REPRESENTATIVE DUTIES:**

##### **ESSENTIAL DUTIES:**

Perform a variety of skilled grounds maintenance and gardening duties in the beautification of assigned grounds and landscaped areas; mow, edge, trim, aerate and water lawns, fields and other turf grounds; prepare and fertilize soil.

Perform advanced troubleshooting and basic repairs of irrigation systems, valves and timers; test and check sprinklers, drip lines and timers; dig trenches and ditches; perform maintenance on sprinklers, valves and related components as needed.

Plant, cultivate, prune, spray, fertilize and irrigate flowers, trees, grass and shrubs; apply herbicides and pesticides according to established procedures; pull weeds and rake leaves; sweep litter from walks and driveways; sweep and maintain athletic fields.

Participate in the setup and support duties for special events and athletics; move and arrange furniture and equipment; mow, edge and paint athletic fields.

Operate a variety of power-driven equipment such as tractors, mowers, edger's, forklifts, blowers and other equipment used in grounds maintenance work; utilize standard gardening hand tools.

Maintain grounds maintenance equipment in safe operating condition; perform minor maintenance on equipment as assigned; repair and install fencing and playground equipment as assigned.

Conduct routine safety inspections of the campus grounds, athletic fields, and outdoor spaces.

Maintain accurate records of daily tasks, watering schedules and repairs performed.

Support site-level responses to urgent grounds-related hazards.

Effectively use the District's Maintenance Management Software (MMS) to manage work orders, including: reviewing assigned tasks, documenting time spent and work performed, closing completed work orders, and proactively creating new work orders to address observed issues before they become major problems.

**OTHER DUTIES:**

Report major repairs or hazards to the Groundskeeper – Lead or Director-Facilities.

Assist with emergency cleanup and seasonal storm preparation as needed.

Perform related duties as assigned.

**SITE ASSIGNMENT FLEXIBILITY**

While this position is primarily assigned to the New High School, the Groundskeeper II – Site-Based may be temporarily reassigned to support other district sites due to staff absences, emergencies, or special operational needs, as directed by the Director of Facilities. The District will make every effort to minimize reassignment but expects flexibility and collaboration during high-demand periods or unforeseen circumstances.

**KNOWLEDGE AND ABILITIES:****KNOWLEDGE OF:**

Grounds maintenance procedures including mowing, edging, raking and weeding.

Methods, equipment and materials used in gardening and groundskeeping work.

Cultivating, fertilizing, watering and spraying of flowers, trees and shrubs.

Operation and maintenance of hand and power tools and equipment.

Basic irrigation system maintenance and repair.

Safe application of fertilizers, herbicides and pesticides.

District safety procedures and reporting systems.

**ABILITY TO:**

Work independently with minimal supervision at a single site.

Perform a variety of skilled grounds maintenance and gardening duties.

Identify and correct common landscaping and safety issues.

Operate and maintain grounds maintenance equipment safely.

Keep detailed and organized work logs.

Communicate effectively with site and facilities personnel.

Lift and carry heavy materials and perform physically demanding work.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school and at least one year of full-time experience in grounds maintenance; irrigation system experience preferred.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California Class C driver's license.

Forklift Certification or willingness to obtain within 6 months.

Pesticide Applicator License preferred (or ability to obtain within probationary period).

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Outdoor work environment.

Seasonal heat and cold or adverse weather conditions.

Exposure to fumes, dust, odors, oil/grease, gases.

**PHYSICAL DEMANDS:**

Dexterity of hands and fingers to operate grounds maintenance equipment.

Walking or standing for extended periods of time.

Seeing to perform gardening and grounds work.

Lifting, carrying, pushing or pulling heavy objects as assigned by position.

Sitting to operate tractors, mowers and other machines.

Bending at the waist, kneeling or crouching.

Reaching overhead, above the shoulders and horizontally.

Heavy physical labor.

Climbing ladders to prune/trim.

**HAZARDS:**

Working around and with machinery having moving parts.

Hazardous chemicals and fumes.

Working on ladders.

Employee \_\_\_\_\_ Date \_\_\_\_\_

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

Board Approved: October 9, 2025