

Lead Grounds Technician

New Hanover County Schools

Job Description

Class: **Classified**
Division: **Operations**
Dept.: **Maintenance Operations**

TITLE: **Lead Grounds Technician**

QUALIFICATIONS:

1. High School Diploma or equivalent with five years of experience in grounds maintenance preferred.
2. Obtain and actively hold the North Carolina Department of Agriculture Pesticide Applicator's license or obtainment of license within six months of employment.
3. Five years of progressive experience in a commercial and/or industrial setting.
4. Obtain and actively hold the Certified Playground Safety Inspector certification or obtainment of certification within six months of employment.
5. Minimum of one year experience actively involved in the inspection, maintenance, repair, and installation of playground equipment.
6. Valid North Carolina driver's license required.
7. Complete the Initial Lead Safety Removal Course within 6 months of employment.

REPORTS TO: Paint/Grounds Foreman

JOB GOAL: To perform a variety of duties related to the inspection and maintenance of school playgrounds. Perform pest control services in accordance with district Integrated Pest Management (IPM) program. Act as Lead for Paint/Grounds Shop.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

1. Follow all rules, policies, and procedures of New Hanover County Schools, along with state and federal regulations pertaining to school/department issues.
2. Lead responsibilities include guidance and instruction on techniques, methods, and procedures for accomplishing assigned tasks and solving problems.

3. Provide guidance and technical assistance with safely identifying lead containing paint.
4. Assist with coordination of routine ground maintenance needs, setting priorities, and handling more complex assignments.
5. Research equipment and material needs and assist in the preparation of estimates, reports, requisitions, contracts, and amendments.
6. Provide guidance and technical assistance to others. Give clear and concise instructions.
7. Serve in the absence of the Foreman.
8. Generate and complete assigned work orders.
9. Coordinate and perform pest control services for the school system.
10. Ensure all IPM work orders are noted in Incident IQ and notes are transferred to the shop IPM binder (herbicide and pesticide application log) for future reference.
11. Prepare and maintain records of playground equipment inventory and supplies; repair as needed.
12. Conduct routine safety audits of each NHCS playground.
13. Assist with scheduling paint projects throughout the district.
14. Assist with entering/closing work orders and processing requisitions.
15. Meet all schedules and deadlines in a timely fashion.
16. Willing to serve on the on-call team in case of emergency.
17. Strive to maintain and improve professional competence. Participate in the development and support of the broad school/department vision.
18. Perform related duties and responsibilities as requested by the Supervisor.

The above statements describe the general nature and level of work being performed by individuals assigned to this job. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so employed.

Terms of Employment: Twelve-month work year/At Will/FLSA Non-Exempt

Starting Salary and/or Grade: Grade 69

Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board and local policy on evaluation of personnel.

Knowledge, Skills and Abilities:

- Ability to understand and carry out broad verbal and written instructions.
- Demonstrate considerable knowledge and skill of the use of a variety of tools of the trade.
- Demonstrate considerable knowledge of the methods and techniques used in trade.
- Ability to read and work from plans, blueprints and sketches.
- Ability to maintain accurate records.
- Ability to plan and organize work.
- Demonstrate functional knowledge of the applicable building codes and specifications.
- Ability to accurately identify pest problems and coordinate pest control services for New Hanover County Schools.
- Knowledge of methods, equipment and materials used in general maintenance of playground equipment.
- Knowledge of playground safety standards directed by National Recreation and Park Association.
- Ability to recognize lead containing paint.
- Physical ability and dexterity to perform duties and responsibilities of the job.
- Ability to lift, carry, push or pull weights up to 75 pounds.