

Sunnyvale School District
Position Title: Grounds Maintenance Worker

Work days/month: 261 days / 12 months

Salary: Range 30 (<https://www.sesd.org/Page/719>)

Basic Functions:

Under the direction of an assigned supervisor, perform a variety of grounds maintenance and gardening duties in the beautification of assigned grounds and landscaped areas; assist skilled maintenance personnel in a variety of semi-skilled and skilled tasks as assigned.

Essential Duties & Responsibilities:

1. Perform a variety of grounds maintenance and gardening duties in the beautification of assigned grounds and landscaped areas.
2. Maintain landscapes by planting, pruning, fertilizing, irrigating, and removing weeds. Clear debris, and keep walkways and driveways clean.
3. Mow, edge, trim, and water lawns, fields, and other turf grounds; prepare and fertilize soil.
4. Operate power-driven equipment, such as tractors, trucks, mowers, forklifts, sweepers, pressure sprayers, chainsaws, and weed eaters, along with standard gardening hand tools to perform grounds maintenance tasks.
5. Perform general pest control duties; apply herbicides, pesticides, and sprays over planted areas in accordance with established guidelines and laws.
6. Assist skilled maintenance personnel in a variety of semi-skilled and skilled tasks related to building and equipment maintenance needs including cement work and the repair of irrigation control valves;
7. Repair minor sprinkler problems such as replacing sprinkler heads and repairing broken water lines.
8. Adjust and arrange furniture and equipment; set up facilities for special events and meetings; deliver furniture, supplies, and materials to various District sites as directed.
9. Drive a District vehicle to and from sites to conduct work.
10. Maintain grounds maintenance equipment in safe operating condition; perform routine maintenance on equipment as needed.
11. Communicate with District employees and departments to exchange information and coordinate activities.
12. Maintain routine records related to work performed.
13. Sub as a (day) Custodian as assigned.
14. Maintain confidentiality and comply with governmental laws and regulations, as well as District policies and procedures.
15. Assure the safety of students by following health protocols and safety rules.
16. Perform other related duties as requested by the supervisor

Knowledge:

1. Grounds maintenance procedures including mowing, edging, raking, and weeding.
2. Methods, equipment, and materials used in gardening and groundskeeping work.
3. Cultivating, fertilizing, watering, and spraying of flowers, trees, and shrubs.
4. Proper use of herbicides and other chemicals used in grounds maintenance.
5. Proper operation of heavy grounds equipment and hand/power tools used in grounds maintenance.
6. Methods of repairing and maintaining irrigation systems.
7. Methods and materials used in controlling pests, insects, and weeds.
8. Proper methods of storing equipment, materials, and supplies.
9. Health and safety regulations.
10. Strong interpersonal and communication skills to foster positive relationships with students, staff, and community.
11. Basic computer skills including email and district applications.

Abilities:

1. Perform a variety of grounds maintenance tasks, including landscaping, lawn care, and plant cultivation, while operating appropriate equipment, hand and power tools to maintain outdoor areas.
2. Observe legal and defensive driving practices.
3. Communicate professionally and clearly both verbally and in writing.
4. Work cooperatively with diverse staff, students, and community.

5. Follow verbal and written instructions with minimal supervision and use good judgment.
6. Organize and prioritize work to meet schedules and timelines within established policies and guidelines.
7. Operate a two-way radio

Education and Experience:

1. Any combination equivalent to: graduation from high school and one year of experience in grounds maintenance or gardening work.

Required Licenses & Certificates:

1. Valid California driver's license.
2. Possess and maintain forklift certificate.
3. Fingerprint clearance from the Department of Justice and Federal Bureau of Investigation.

Working Conditions:**1. Environment:**

1. Outdoor work environment.
2. Driving a vehicle to conduct work.
3. Seasonal heat and cold or adverse weather conditions.
4. Subject to noise from equipment operation.
5. Potential interaction with emotional, dissatisfied, or demanding individuals.

2. Physical Requirements:

1. Climbing ladders and working from heights.
2. Standing for extended periods of time.
3. Dexterity of hands and fingers to operate a variety of tools and equipment.
4. Auditory ability to exchange information.
5. Visual acuity to perform grounds work.
6. Lifting, carrying, pushing, or pulling heavy objects.
7. Walking over rough or uneven surfaces.
8. Reaching overhead, above the shoulders, and horizontally.
9. Bending at the waist, stooping, kneeling, or crouching.
10. Heavy physical labor.
11. Ability to lift up to 50 pounds.

3. Hazards:

1. Exposure to machinery with moving parts.
2. Working at various heights.
3. Power saws and flying debris or nails.
4. Exposure to chemicals used in pest control and weed abatement.
5. Regular exposure to fumes, dust, dirt, oil/grease.

Terms of Employment:

- Salary and terms of employment are described in the Agreement between the Sunnyvale School District and the California School Employees Association (CSEA).

Evaluation:

- The performance of this job will be evaluated in accordance with the Agreement between the Sunnyvale School District and the California School Employees Association (CSEA).