

July 1989

SENIOR GROUNDSKEEPER

DEFINITION

Under direction, to have charge of a group of grounds landscaping, maintenance and gardening workers; to assign, instruct, evaluate and oversee the work; to perform a variety of the more difficult and skilled groundskeeping and equipment operation work; and to perform other job related work as required.

DISTINGUISHING CHARACTERISTICS

The position allocated to this class is distinguished by the assigned responsibility for assisting in the direction, supervision and work of District grounds and maintenance workers engaged in District-wide grounds maintenance activities. Lead responsibility over other District personnel is assigned on a continuous basis to this class and the incumbent is expected to perform or demonstrate the more difficult or complex tasks and independently carry out work assignments to completion. The incumbent also can assist in work planning, purchasing, recordkeeping, report preparation and employee selection activities.

EXAMPLES OF DUTIES

Receives assignments and plans and lays out work; schedules and assigns specific duties to District grounds and maintenance workers; leads and participates in the work of the Department's crews engaged in the general maintenance and upkeep of grounds, recreation and landscaped areas and other District property; leads crews involved in special projects work; trains workers in the use of a variety of hand and power equipment; reviews the work of crews; leads and personally performs all types of work including the more complex or difficult tasks involved in planting, cultivating, trimming, edging, watering, spraying, fertilizing and equipment delivery and set-up activities; drags and lines athletic fields; inspects tools and equipment for proper and safe condition; enforces safety practices and regulations; ensures proper care and use of tools, equipment and chemicals; assists in estimating material, labor and equipment costs for job assigned; ensures needed supplies, materials and equipment are on hand; maintains records of work performed and prepares reports as required; evaluates subordinate personnel; requisitions materials and supplies.

SPECIAL REQUIREMENT

Possession of the category of valid California driver's license required to meet performance requirements of the position as determined by the State Department of Motor Vehicles rules.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Tools, materials, equipment and standard practices of landscaping, gardening and grounds maintenance;
- Planting practices and the care of a wide variety of shrubs, hedges, trees, flowers and lawns;
- Various types of soil in the area and its proper preparation and fertilization;
- Plants adapted to the climate of the area with particular knowledge of varieties suitable for campus landscaped areas;
- Plant diseases and insect pests and the approved methods and restricted and unrestricted materials used in controlling and eradicating them;
- Principles of supervision and training;
- Safe use of chemicals in weed and pest control;
- Safe work practices.

Ability to:

- Assist in planning and supervising a program of campus grounds maintenance;
- Perform skilled groundskeeping and equipment operation duties;
- Use a variety of the hand and power tools of gardening and groundskeeping work;
- Plan, schedule and oversee the work of others;
- Safely operate a variety of power equipment;

Senior Groundskeeper - 2

Instruct subordinates in the proper performance of grounds maintenance work;
Read and interpret landscaping plans, sketches and blueprints;
Establish and maintain cooperative working relationships;
Enforce safe work practices;
Read and write at the level required for successful job performance.

Training and Experience:

Any combination of training and experience which would likely provide the required knowledges and skills in qualifying. A typical way to obtain these knowledges and skills would be:

Four years of experience in gardening, grounds maintenance or nursery work, preferably including at least one year in a lead or supervisory capacity.

Education:

Advanced level or trade school courses in landscaping, grounds maintenance and related areas are desirable.