

**WILLOWS UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION**

CLASS TITLE: GROUNDSKEEPER II/Utility
Classification: Range 32

BASIC FUNCTION:

Perform a wide variety of assignments related to the upkeep, maintenance, and development of school grounds and other work as assigned. May provide direction to other workers.

REPRESENTATIVE DUTIES:

Individual positions may not perform all of the duties listed nor do these examples include all responsibilities of positions in this class.

Perform routine grounds maintenance duties on assigned District and school grounds; fertilize and plant trees, grass and shrubs.

Water lawns, trees and shrubs utilizing sprinkler systems; repair and replace sprinkler heads.

Inspect, service, repair, and assist in the installation of sprinkler systems.

Plant and fertilize trees, shrubs, and grass.

Prune, plant, trim and remove trees and shrubs.

Operate assigned mowers and other motorized equipment in the maintenance of District landscaped areas; operate and maintain hand and power tools and equipment; operate trucks, trailers, tractors and other equipment to load, unload and transport materials and equipment; assure equipment and vehicles are in proper working order.

Rake leaves and lawns; hoe weeds; spray herbicides and pesticides according to established methods and procedures.

Prepare track and playing fields for athletic events; line and aerate fields; participate in the renovation of athletic fields.

Prepare and maintain a variety of routine records, including site evaluations, spray applications and others.

Perform minor repairs on grounds tools and equipment; maintain hoses, supplies, tools and equipment in proper condition.

Inspect work to be completed; estimate material and labor costs; prioritize and schedule work; order supplies according to established procedures.

Provide work direction to assigned staff in the grounds department; plan and assist work as directed; oversee work in progress to assure compliance with work orders.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Methods, equipment and materials used in groundskeeping work.

Operation and maintenance of hand and power tools and equipment used in groundskeeping.

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

Methods and materials used in controlling pests, insects and weeds.

Proper operation of heavy grounds equipment.

Basic maintenance and repair of irrigation systems.

Basic record-keeping techniques.

Proper lifting techniques.

ABILITY TO:

Perform general grounds maintenance duties safely including mowing, edging and weeding.

Mow, edge, water, weed, fertilize, rake and cultivate lawns, flower beds, athletic fields and other landscaped areas.

Apply specialized chemicals to control and eradicate weeds, insects and other pests.

Operate heavy power equipment used in groundskeeping.

Use and maintain a variety of hand and power tools in groundskeeping work.

Perform minor repairs of grounds tools and equipment.

Sharpen mowing equipment using precision equipment.

Perform heavy manual labor.

Observe legal and defensive driving practices.

Understand and follow oral and written instructions.

Establish and maintain cooperative and effective working relationships with others.

Lift, carry, push and pull heavy objects up to 50 lbs.

Estimate materials and supply needs.

Assist other grounds and maintenance personnel with daily work assignments as directed.

Provide work direction to assigned staff.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: high school diploma or equivalent and responsible experience in farming, gardening or grounds work.

LICENSES AND OTHER REQUIREMENTS:

Valid California Driver's License

WORKING CONDITIONS:

ENVIRONMENT:

Outdoor environment.

Subject to noise from equipment operation.

Driving a vehicle to conduct work.

Adverse weather conditions.

Exposure to pollen, noise, dust and fumes.

Incumbents in this class may be required to respond to emergency calls in the case of catastrophic events.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate grounds maintenance tools and equipment.

Bending at the waist, kneeling or crouching.

Reaching overhead, above the shoulders and horizontally.

Walking over rough and uneven surfaces.

Climbing ladders.

Lifting, carrying, pushing and pulling heavy objects.

HAZARDS:

Working at heights.

Working around or with equipment having moving parts.

Subject to noise from equipment operation.

Board Approved: xx/xx/2010