

LEAD GROUNDS WORKER/GARDENER

DEFINITION

To perform skilled and lead supervisory work in the maintenance, repair and modification of District grounds.

DISTINGUISHING CHARACTERISTICS

This is the lead supervisory level in the Grounds Worker/Gardener class series. Work involves the responsibility for the day-to-day field supervision of landscape maintenance personnel involved in the maintenance and repair of the campus grounds. Duties may involve performing the most technical and difficult maintenance tasks, as well as the operation of field maintenance equipment.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Building and Grounds Manager or Operations Supervisor.

Exercises lead supervision over Grounds Worker/Gardener I/II and Senior Grounds Worker/Gardener.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

Lead and participate in all phases of landscape maintenance work; assign specific tasks; and assist subordinates in maintenance tasks as required.

Inspect and review the work of subordinates.

Requisition materials and supplies; recommend purchase of new equipment.

Identify areas in need of repairs; direct the performance of repair tasks; inspect campus for unsafe conditions and cleanliness.

Schedule fertilizing, spraying, and planting activities; assist in the selection of appropriate fertilizers, herbicides and insecticides; spray herbicides and insecticides.

Check pump station to ensure proper operation; check electric and hydraulic sprinkler clocks to ensure proper operation.

Keep time records and maintain employee schedules.

Train, supervise and evaluate assigned personnel.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Materials, methods, practices and equipment used in landscape maintenance work.

(Over)

Knowledge of: (Continued)

Procedures and techniques used in the planting, cultivating, propagating, fertilizing and routine trimming of trees, shrubs, flowers and lawns.
Plant and turf pests and diseases, and methods for their control and eradication.
Operational characteristics of equipment utilized by the District.
Electric and hydraulic clock installation and repair.
Principles and practices of supervision and training.
Safe work practices.

Skill to:

Lead personnel in the performance of grounds repair and upkeep tasks.
Operate and maintain a variety of equipment used in grounds work.
Identify problems and supervise their correction.
Supervise and train subordinates.
Develop and maintain necessary written records, logs, schedules, and procedures.
Establish and maintain cooperative work relationships with those contacted in the course of work.

Experience and Training

Any combination of experience and training that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the knowledge and skills would be:

Experience:

Two years of increasingly responsible work performing duties similar to those of Senior Grounds Worker/Gardener.

Training:

Equivalent to completion of the twelfth grade supplemented by courses in supervision and landscaping.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid California driver's license.

Possession of, or ability to obtain, California Pesticide Applicators certificate.