



GROUNDS WORKER II

Class Code	OT Status	EEO Category	Represented Status	Salary Grade	Effective Date	Status	Pages
	Non-Exempt	Service/Maintenance	PEU Local 1	53	07/01/2017	Classified	1 of 2

DEFINITION

To perform a variety of skilled landscaping and turf maintenance duties; and to operate a variety of equipment in maintenance of campus grounds.

DISTINGUISHING CHARACTERISTICS

Grounds Worker I – Positions in this classification are task focused and require a basic understanding of landscaping and turf maintenance duties. Employees are trained on specific work activities with little latitude to vary work sequence.

Grounds Worker II – Positions in this classification provide skilled landscaping and turf maintenance, including gardening care and grounds maintenance involving trees, lawns, turf, shrubs, hedges, ground cover, flowers and athletic fields.

Grounds Worker, Lead - Positions in this classification act as a lead and provide direction to lower-level staff in general gardening care and grounds maintenance at a college site, including the care and upkeep of a variety of athletic facilities. Provides guidance and instruction on techniques, methods and procedures for accomplishing assigned tasks and solving problems.

SUPERVISION RECEIVED AND EXERCISED

- Receives supervision from a departmental supervisor or manager.
- May receive technical or functional supervision from higher-level departmental personnel.
- May provide training and direction to student assistants or other assigned staff.

EXAMPLES OF DUTIES

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

- Plants, waters, weeds, trims, fertilizes, restores and mows lawns, shrubs, trees and flower beds.
- Aerates lawns and rake leaves; cleans walkways, fields, courts and other facilities; loads trimming on trucks.
- Performs routine preventive maintenance on equipment, including mowing equipment, vehicles and hand and power tools; replaces spark plugs, oil filters and tightens belts.
- Performs routine maintenance on irrigation equipment; installs sprinkler system.
- Sprays plants and shrubs with insecticides and herbicides; mixes chemicals for spraying.
- Performs general grounds cleaning and empties exterior trash cans.
- Drives vehicles used to transport materials, tools and equipment as required.
- Operates and performs routine maintenance on landscaping vehicles, equipment and tools.
- Assists in maintenance of athletic fields.
- Digs post holes and trenches.
- Responds to inquiries from the general public.
- Supervises and trains staff in safety and proper work techniques.
- Performs related duties as assigned.



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MINIMUM QUALIFICATIONS

Knowledge of:

- Basic methods, tools, materials and equipment used in grounds maintenance work.
- Safe work practices.
- Basic construction and repair methods.
- Plant and turf pests and diseases and methods for their control and eradication.
- Proper and effective use and maintenance of landscape maintenance tools, equipment and materials.
- Personal protective equipment.

Skill/Ability to:

- Operate a variety of light and/or heavy mechanical equipment.
- Mix and apply herbicides.
- Perform heavy manual labor, including lifting and moving items weighing up to 50 pounds.
- Follow verbal and written directions.
- Perform preventative maintenance on landscape maintenance tools and equipment.
- Install irrigation clocks and systems.
- Analyze and diagnose electrical and wiring problems.
- Establish and maintain cooperative work relationships with those contacted in the performance of required duties.
- Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, race, ethnicity, gender identity, sexual orientation, age, mental or physical disability, and religious background of all students, faculty and staff, and with all individuals encountered in the performance of required duties.

EXPERIENCE AND TRAINING

- Two (2) years of experience performing grounds work or similar duties, including operating maintenance equipment and maintaining irrigation systems.

EDUCATION/LICENSE OR CERTIFICATE

- Possession of a high school diploma/GED or the equivalent.
- Possession of, or ability to obtain, an appropriate, valid California driver's license.
- Possession of, or ability to obtain, an appropriate, valid forklift operator's certificate.
- Possession of, or ability to obtain, an appropriate, valid California pesticide applicators certificate.

Adopted: 07/01/17