



TITLE	CLASSIFICATION	SALARY GRADE
GROUNDSKEEPER II	CLASSIFIED	GRADE: J
BOARD POLICY REFERENCE: 2012/13 Classification Study		Board Approved:

**JOB DESCRIPTION:**

Under general supervision and in keeping with District-wide sustainability efforts, perform technical work in grounds maintenance; install and maintain irrigation sprinkler systems; maintain campus turf fertilization and aeration program; coordinate athletic field maintenance; maintain large or technical grounds maintenance equipment; may act as lead worker to other classified staff within this department; and perform related work as required.

**SCOPE:**

The Groundskeeper II performs various landscaping duties; identifies and resolves problems related to grounds and turf maintenance and major equipment repair.

**DISTINGUISHING CHARACTERISTICS:**

The Groundskeeper II is distinguished from the Groundskeeper I by the performance of specialized duties in the area of athletic field maintenance; and performance of major repairs to landscaping property & equipment; and concrete grinding.

**KEY DUTIES AND RESPONSIBILITIES:**

*Examples of key duties are interpreted as being descriptive and not restrictive in nature. Incumbents routinely perform approximately 80% of the duties below.*

1. Prunes, hedges, shrubs and trees; cuts flowers and mows lawns; ensures application of fertilizer, pesticides, plant treatments, and other methods to maintain healthy plants and lawns.
2. Installs, maintains, troubleshoots and repairs sprinkler systems valves and electronic controllers; maintains lawn and plant irrigation schedules; programs irrigation software for natural and artificial turf.
3. Implements campus turf care program including ordering, calculating amounts and applying fertilizer; aeration and topdressing of turf, including maintenance and repair of artificial turf.
4. Oversees the layout and painting of athletic fields including scheduling of athletic field maintenance and works with coaches, other staff and community users to ensure proper event coverage and set up.
5. Operates leaf blowers, turfvacs, power sweepers and other tools or hands to remove trash and debris from grounds.
6. Maintains fountains, college pathways and roads, patching pot holes, cleaning drains and ditches, and sweeping debris.
7. Operates power equipment such as, but not limited to, concrete grinders, ride-on mowers, chippers, power sprayer, aerial-lift truck, vacuum truck flail mower, aerators, edger, hedge trimmers, chain saws, and tractor/loaders as necessary.
8. Reads and implements irrigation drawings and site blue prints.
9. Maintains records in accurate filing system; prepares written fertilizer and amendment orders, inventories, and schedules.

**KEY DUTIES AND RESPONSIBILITIES (Continued):**

10. Performs major fencing and equipment repair and maintenance as required; purchases supplies as necessary; obtains quotes on equipment parts; trains others in the operation, maintenance and repair of equipment.
11. Operates and maintains large ride-on mowers.
12. Assists with the recycling and composting programs.
13. Provides assistance and materials, including floral arrangements, for special events, meetings and classes.
14. May dispose of dead animals and arrange for rescue of injured animals; performs vector control.
15. May perform grading, leveling and concrete forming and finishing, including grinding.
16. Serves as a lead worker to other classified staff and student assistants in the department.

**EMPLOYMENT STANDARDS**

**ABILITY TO:**

Read and understand construction blue prints; operate hand and power tools used in gardening and groundskeeping work safely; perform difficult and technical grounds maintenance work; perform heavy physical labor; follow oral and written instructions; plan and prioritize duties using good judgment; train others in grounds maintenance and use of equipment; maintain cooperative working relationships; work effectively with the public; demonstrate sensitivity to, and respect for, a diverse population.

**KNOWLEDGE OF:**

Methods, supplies, equipment, and tools used in grounds maintenance; chemical control of weeds; plant diseases and insect pests; plant identification; installation and repair of irrigation systems; turf care practices, athletic field marking and maintenance practices; computer software programs, including Microsoft Outlook, service request systems and irrigation software; maintenance and repair of grounds power equipment.

**MINIMUM QUALIFICATIONS:**

*Candidates/incumbents must meet the minimum qualifications as detailed below, or file for equivalency. Equivalency decisions are made on the basis of a combination of education and experience that would likely provide the required knowledge and abilities. If requesting consideration on the basis of equivalency, an Equivalency Application is required at the time of interest in a position (equivalency decisions are made by Human Resources, in coordination with the department where the vacancy exists, if needed.)*

*Education:*

Graduation from high school. College-level coursework in a related field is preferred.

*Experience:*

Increasingly responsible experience in gardening, turf care, irrigation installation and maintenance, athletic field management and grounds equipment maintenance.

**LICENSE OR CERTIFICATE:**

This classification requires the use of a personal or District vehicle while conducting District business. Must possess a valid (Class C) California driver's license and an acceptable driving record.

Preferred:

- Qualified Applicator Certificate issued by California Department of Pesticide Regulation.
- Certificate in Plant Science, Soil Maintenance or Turf Management.

**SPECIAL REQUIREMENTS:**

Must be able to perform physical activities, such as, but not limited to, lifting heavy items (up to 50 lbs. unassisted), bending, standing, climbing or walking. Frequently required to work under inclement weather conditions. Must be able to work safely in an environment requiring frequent exposure to hazardous chemicals. Must be able to operate a variety of gas-powered equipment and sharpen hand and power tools safely.