CHARACTERISTICS OF THE CLASS:

This series describes three classes used to perform basic and skilled gardening work in maintaining landscaped areas at an assigned school or group of school/sites; performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS:

Under general supervision, the groundskeeper plants, cultivates, and maintains lawns, shrubs, trees, and flowers. The groundskeeper also performs general repairs/maintenance to irrigation systems and may assist sprinkler mechanics as required. The gardener/tree trimmer performs the same duties and also prunes and trims trees primarily during the winter months. In addition to the duties below, the lead gardener assigns, inspects, and directs the work of subordinate employees, performs on-site surveys of work to be performed, and estimates hours and materials needed.

EXAMPLES OF DUTIES: (Any one position may not include all of the duties listed nor do all of the listed examples include all tasks which may be found in positions of this class).

Mows and edges lawn and border areas; weeds, rakes leaves and maintains grass areas and plants beds; prunes shrubs and trees, working up to a maximum height of 15 feet, and hauls cuttings; mixes and applies herbicides (powder and liquid) for weed prevention and/or plant disease control; mixes and applies fertilizers; prepares soil for plantings; blows or sweeps sidewalks; checks condition and makes minor repairs to sprinkler systems and notifies specialists for major repairs; removes debris from storm drains; picks up paper and debris on grounds; when assigned to a single school site, waters lawns and planted areas, may prepare athletic fields for upcoming seasons, may plan and assist in coordinating work of a weekend work crew and perform assigned custodial duties; operates grounds maintenance equipment such as lawn mower, edger, sweeper, string trimmer, rototiller, chain saw, power hedge trimmer, sprayers, and basic gardening hand tools; loads, unloads and drives trucks; performs general repair/maintenance to irrigation systems such as repair/maintenance of broken lines, valves, and sprinkler heads, performs routine servicing and makes minor adjustments to equipment; uses power or hand saws, power or pole pruners, and similar tools, to trim and remove dead, diseased, damaged or excess limbs and branches on trees; *climbs trees using hooks, safety ropes, and tree saddle, falls and removes trees; performs related duties as assigned.

QUALIFICATIONS:

Education and Experience:

One year of paid gardening experience; formal training in gardening, landscaping or horticulture may be substituted for up to six months experience; *paid experience in tree trimming at heights above fifteen feet.
Knowledge and Abilities:
Knowledge of standard tools and materials used in maintaining landscaped areas;
Knowledge of standard practices used in pruning and caring for plants, flowers, shrubs, trees and lawns;
Knowledge of safety practices and procedures related to the use of gardening equipment;
Knowledge of fertilizer and herbicide use and application techniques;
Knowledge of common plants used in school areas;
Ability to operate hand and power tools and other equipment associated with gardening;
Ability to read and understand labels, work orders and similar items;
Ability to establish and maintain effective working relationships with others;
Ability to follow oral instructions;
*Knowledge of equipment and safety practices involved in climbing and trimming trees;
**Ability to plan and direct the work of other employees.

WORKING CONDITIONS

Work Environment
Indoor and outdoor work environment; drive a vehicle to conduct work; exposure to seasonal hot/cold weather.

Physical Characteristics* (consideration will be given to reasonable accommodation):
Sufficient body movement and mobility to drive trucks, climb a ladder, crawl, bend, stoop and work on knees; sufficient stamina to perform heavy physical labor in sometimes adverse weather conditions; sufficient strength to lift a minimum of 50 pounds; sufficient dexterity to manipulate tools and equipment; sufficient strength and agility to climb trees and work at heights, sometimes in precarious positions. * With or without the use of aids:

Hazards:
Works around tools and machinery with moving parts; exposure to dust, dirt, water and moisture; exposure to fumes and chemicals; working at elevated heights or below ground level.

Other Characteristics:
Possession of, or willingness and ability to obtain a Class C California Driver’s License issued by the California Department of Motor Vehicles within 30 days of hire or before driving equipment/vehicles requiring a license:

*Groundskeeper/Tree Trimmer
**Lead Groundskeeper

Board Approved: 10/8/85
Revised: 8/17/92
Revised: 9/8/92 (Title Change)
Revised: 3/14/95 (Title Change)
Revised: 3/17/95 (License Change)
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