

TITLE: GROUNDKEEPER III

QUALIFICATIONS

Knowledge of

1. Methods, materials, tools, and equipment used in grounds maintenance, irrigation, and landscaping work.
2. Installation and repair of irrigation systems, valves, controllers, and back flow devices.
3. Common plant diseases and insect pests, including approved methods used in controlling same.
4. Safe use, maintenance, and operation of grounds keeping tools, power equipment, and sprinkler systems.
5. Hand and power tools and equipment used in grounds maintenance work and field preparation.
6. Basic English usage, reading, writing, and math at a level necessary to perform assigned tasks.
7. Safety rules and regulations related to grounds maintenance, plant disease, and pest control.

Ability to

1. Read, understand, and carry out both verbal and written instructions, policies, and procedures including simple blueprints and plans in an independent manner.
2. Work without immediate supervision, maintaining work schedules in performing tasks.
3. Effectively and safely use hand and power tools associated with grounds keeping and gardening work.
4. Observe and report the need for non-grounds maintenance repairs to appropriate authority, take action on grounds maintenance needs.
5. Meet the physical requirements of this job.
6. Maintain records as required.
7. Perform minor maintenance and repair work on a variety of grounds keeping equipment.
8. Work out-of-doors during inclement weather conditions.
9. Communicate effectively and tactfully in both verbal and written form.
10. Understand and carry out oral and written instructions.
11. Be a productive and active team player.
12. Work successfully with diverse groups of people.
13. Maintain pleasant appearance and demeanor.
14. Work independently and maintain high standards of workmanship.
15. Handle all matters in a tactful, courteous, and confidential manner so as to maintain and/or establish good public relations.
16. Establish and maintain effective work relationships with those contacted in the performance of required duties and maintain flexibility with respect to assignments, duties, and facilities.

Training and Experience

1. Education equivalent to the completion of the twelfth (12th) grade.
2. Four (4) or more years related experience or two (2) or more years related experience and two (2) years of college-level coursework in area of responsibility; or any combination of training and experience that would likely provide the desired knowledge and abilities.
3. A work history demonstrating dependability and reliability.
4. Possession and maintenance of a First Aid Certificate and Cardio-Pulmonary Resuscitation (CPR) certificate.

REPORTS TO: Assigned Supervisor

JOB GOAL: To assist in maintaining school district grounds in an attractive, safe, and natural environment.

ESSENTIAL FUNCTIONS

1. Performs skilled landscape work in maintaining landscaped and lawn areas.
2. Plants, waters, trims, fertilizes, weeds, sprays and cultivates trees, plants, shrubs, lawns, fields, and flowers.
3. Performs grounds maintenance duties including patching asphalt, pouring cement, and installing drain lines.
4. Fertilizes and sprays insecticides and herbicides on lawns and landscaped areas per assigned schedule for weed and pest control.
5. Installs, maintains, and/or repairs playground equipment, fences and sprinkler systems.
6. Mows lawns and fields; edges around walks, driveways, and play areas.
7. Plants, fertilizes, waters, and cares for lawns, trees, shrubs, hedges, and other plants.
8. Assists in the maintenance and repair of irrigation/water distribution systems as directed.
9. Operates hand and power tools and equipment including power mowers, edgers, sprayers, tractors, rototillers, air compressors, trimmers, blowers, and other grounds maintenance equipment and tools.
10. Participates in District in-service training as required.
11. Knows and understands the Mission and Core Values of the District.
12. Performs other related duties as assigned.

OTHER FUNCTIONS

1. Inspects equipment for safety hazards and needed repairs, makes minor repairs on grounds keeping equipment such as mowers, edgers, sprayers, backpack blowers, etc.
2. Installs, maintains, and repairs playground equipment, fences and sprinkler systems.
3. May prepare athletic fields.
4. Maintains hoses, supplies, and tools in proper condition and repair.
5. Observes and reports the need for non-grounds maintenance repairs to appropriate authority, takes action on grounds maintenance needs.
6. Drives district truck, tractor, and/or gang mowers, and other vehicles as assigned.

SPECIAL REQUIREMENTS

1. Must use safety equipment and devices designated for this position.
2. Possession and maintenance of a valid Class I Herbicide (California Commercial Applicator) Certificate issued by the State of California desired.
3. Possession and maintenance of a valid and appropriate state of California driver's license; have an acceptable driving record; and be insurable at standard rates by district's insurance carrier and maintain such insurability during the course of employment.

PHYSICAL ABILITIES

1. Visual ability to read handwritten or typed documents and instructions.
2. Able to conduct verbal conversation in English.
3. Able to hear normal range verbal conversation (approximately 60 decibels.)
4. Able to sit, stand, stoop, kneel, bend, and walk.
5. Able to climb slopes, stairs, steps, ramps, and ladders.
6. Able to lift up to thirty (30) pounds frequently, and fifty (50) pounds occasionally.
7. Able to carry up to thirty (30) pounds frequently, and fifty (50) pounds occasionally.
8. Able to push and pull a variety of tools and equipment weighing up to fifty (50) pounds.
9. Able to sustain strenuous manual labor for four (4) to six (6) hours.
10. Able to exhibit full range of motion for shoulder external rotation and internal rotation.
11. Able to exhibit full range of motion for shoulder abduction and adduction.
12. Able to exhibit full range of motion for elbow flexion and extension.
13. Able to exhibit full range of motion for shoulder extension and flexion.
14. Able to exhibit full range of motion for back lateral flexion.
15. Able to exhibit full range of motion for hip flexion and extension.
16. Able to exhibit full range of motion for knee flexion.
17. Able to use respirators, for personal protection, up to:
four (4) hours per day, strenuous physical effort,
six (6) hours per day, moderate physical effort,
eight (8) hours per day, light physical effort.
18. Able to work at various elevated heights in a safe and effective manner.
19. Able to work in a wide range of temperatures and weather conditions.
20. Able to work in restricted spaces in a safe and effective manner.
21. Able to demonstrate manual dexterity necessary to perform fine maintenance procedures and operate both manual and power hand tools in a safe and effective manner.
22. Able to set up and operate hand and powered spray equipment for the application of pesticides, herbicides, soil sterilants, hormones, fertilizers, seeds, and soil amendments in a safe and effective manner.
23. Able to work with chemical agents in a safe and efficient manner without allergic reaction.
24. Able to operate a variety of powered industrial vehicles and equipment, and manual equipment, as commonly found in grounds keeping, gardening, and custodial trades in a safe and effective manner.
25. Able to operate a variety of maintenance motor vehicles in a safe and effective manner.

TERMS OF EMPLOYMENT: Twelve-month work year
Classified bargaining unit member

EVALUATION: Performance of this job will be evaluated in accordance with Board of Education policy and provisions of the collective bargaining agreement. The assigned supervisor will give the evaluation.

Approved by:	Board of Education	Date:	January 13, 1994
Amended by:	Board of Education	Date:	December 10, 1998

**MURRIETA VALLEY UNIFIED SCHOOL DISTRICT IS A
TOBACCO-FREE, DRUG-FREE WORKPLACE**

**MURRIETA VALLEY UNIFIED SCHOOL DISTRICT IS AN
AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**