



GROUNDS/UTILITY

Classification: Grounds/Utility

Location: Maintenance

Reports to: Grounds/Landscaper Lead
Maintenance & RCM Supervisor

FLSA Status: Non-exempt

Bargaining Unit: SEIU

This is a standard position description to be used for positions with similar duties, responsibilities, classification and compensation. Employees assigned to the position description may or may not perform all of the essential functions indicated in this position description.

This job description does not constitute an employment agreement between the district and employee and is subject to change by the district as the needs of the district and requirements of the job change.

Part I: Position Summary

Responsible for using a variety of tools, equipment, and treatments to maintain grounds and landscaping including planting, cultivating, irrigating, spraying, pruning, and cutting plants, trees, shrubs, grass, and flowers. Responsible for determining the care and treatment necessary to maintain grounds in good condition.

Part II: Supervision and Controls over the Work

Work is performed under the overall supervision of the maintenance & RCM coordinator and the day-to-day direction and instructions of the lead grounds/landscaper and utility lead who assigns work and responsibilities and sets priorities. Employee is expected to independently perform assigned work only seeking the assistance of the supervisor in unusual or difficult situations. Employee plans and performs assigned work with minimum disruption of the education learning environment.

Part III: Major Duties and Responsibilities (may vary with specific assignment)

Duties and responsibilities may include, but are not limited to:

Groundskeeper:

1. Maintains established landscaped areas by mowing, weeding, pruning, fertilizing and watering as required.
2. Prunes shrubs and trees to shape and improve growth.
3. Removes trash, damaged plants, grass, leaves, and branches.
4. Safely and effectively prepares, mixes and applies fertilizers, pesticides, herbicides and/or fungicides according to manufacturer's instructions.

5. Conditions and prepares soils and transplants or plants seeds, seedlings, or bulbs according to instructions and planned design of the landscaped area.
6. Maintains paths and walkways.
7. Performs maintenance and makes minor repairs on power equipment and hand tools.
8. Maintains or assists in maintaining athletic fields including mowing, raking, lining, leveling, repairing, etc.
9. Operates such equipment as tractors, mowers and gang mowers, trimmers, blowers, lime or fertilizer spreaders, sprayers, lawn roller, and snow removal equipment.
10. Operates district vehicles and trucks to transport equipment and materials.

Irrigation:

11. Reviews blueprints and plans prior to installing and repairing irrigation systems.
12. Participates in irrigation installation and minor repair including determination of parts and materials. Reviews blueprints and plans as necessary to guide installation and repair support.
13. Assists in installation, testing, troubleshooting, and repairing backflow pressure valves, irrigation booster pumps, and control devices.
14. Sets, programs, and adjusts computerized, hydraulic, and electronic components to accomplish a planned irrigation schedule.
15. Cleans, adjusts, and repairs irrigation heads, plastic and copper pipes, and devices.
16. Excavates and refills trenches and drainage areas to install and repair irrigation systems.
17. Coordinates with grounds staff to assure appropriate sequencing and scheduling.

Performs other duties as assigned.

Part IV: Minimum Qualifications

1. Must have experience working or interacting successfully with culturally diverse families and communities, or have otherwise demonstrated a commitment to strengthening engagement of a diverse community and skill in communicating with a diverse population.
2. High school diploma or equivalent.
3. Minimum of one year experience in grounds keeping/landscaping or park maintenance; and/or any combination of training and experience sufficient to provide the requisite knowledge, skills and abilities.

4. Establishes and maintains cooperative, respectful and effective working relationship with coworkers, supervisors, other district staff, students and general public.
5. Initiative and ability to work with minimal direction; sound judgment and decision making capabilities are essential.
6. Ability to operate power equipment and hand tools.
7. Knowledge of lawn, tree and shrub care including fertilizers and pesticides, planting, trimming and pruning.
8. Pesticide certification within six months of employment.
9. Ability to operate computers, software and associated devices in office and field environments.
10. Must possess a valid Washington State driver's license and a safe driving record and be able and willing to operate district owned vehicles. May be required to possess or obtain a commercial driver's license.

Part V: Desired Qualifications

1. Substantive training and/or experience in care and maintenance of plants, trees, flowers, and shrubs.
2. Training and/or experience in installation and maintenance of irrigation equipment.

Part VI: Physical and Environmental Requirements of the Position

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to bend, climb, sit, talk, move about, hear and speak. Noise level is high when operating power equipment. Work is generally performed outdoors in all weather conditions.

The employee must be able to lift and/or move up to 60 pounds and more than 60 pounds using appropriate equipment.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Employee is required to use such safety equipment as is appropriate to the work to prevent injury to self or others.

Employee may be exposed to toxic fumes and spills from use of chemicals.