

9714

GROUNDSKEEPER

NATURE OF WORK

Under general supervision, performs work at the full performance level by being responsible for the appearance, repair and general care of the grounds of a state facility. Plants grass, flowers, shrubs, trees; mows grass and trims shrubbery. Performs necessary preventive measures for insect and vermin control and against other damaging effects. Assists in the selection of supplies and equipment. Has some latitude to vary methods and procedures, within prescribed guidelines. May perform additional routine maintenance work and/or assign work to other staff or residents. Performs related work as required.

ESSENTIAL JOB FUNCTIONS (Any specific position in this class may not include all of the duties listed, nor do the examples listed cover all of the duties that may be assigned.)

Assigns work details to employees, patients or inmates.

Supervises and participates in grounds maintenance, including trimming trees, cutting grass and cultivating plants and shrubs.

Makes improvements to walks, lanes, sheds and benches, including painting and minor repairs.

Performs preventive maintenance pertaining to grounds area.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of groundskeeping and simple horticulture practices.

Knowledge of care of flowers, trees and shrubs common to grounds work and of methods of cultivating, pruning, spraying, trimming and sodding.

Knowledge of the materials and tools used in such work and of ordinary plant diseases and pest control.

Ability to maintain and make ordinary repairs to machinery and equipment.

Ability to make improvements and minor repairs to walks, lanes, parking lots, sheds and benches.

Ability to plan, layout and supervise the work of patients, inmates or employees.

MINIMUM QUALIFICATIONS

Training: Must be able to pass a written test at the eighth grade level.

Experience: Six months of full-time or equivalent part-time paid experience in groundskeeping work.

Special Requirement: Possession of a valid driver's license may be required.

Established: 8/20/92

Revised: 10/18/99, 6/21/12

Effective: 6/21/12