

CENTER JOINT UNIFIED SCHOOL DISTRICT

JOB TITLE: GROUNDSKEEPER II

DESCRIPTION OF BASIC RESPONSIBILITIES:

Groundskeeper II performs a variety of skilled grounds maintenance and gardening work in the upkeep of school sites and/or District facilities and do related work as required. Under direction of the Maintenance and Operations Supervisor, assists in coordinating the work of assigned Groundskeeper I staff while working within a grounds crew in the implementation of daily grounds, maintenance, and landscape projects throughout the school district.

Employees in this classification receive general supervision from the Maintenance and Operations Supervisor within an established framework of standard policies and procedures. Employees in this classification will assist in providing support and coordination of Groundskeeper I classified employees, and substitute workers. This is a working crew leader position. Employees in this position must have all of the qualifications expected of Groundskeepers I.

SUPERVISOR: Maintenance and Operations Supervisor

ESSENTIAL FUNCTIONS

1. Plants, cultivates, prunes, shapes, trims, waters, and sprays trees, shrubs, hedges, etc.
2. Plants, fertilizes, waters, mows, aerates, roto-tills, and cares for lawns.
3. Operates hand and power tools and equipment including power mowers, edgers, sweepers, riding mowers, and other grounds maintenance equipment and tools.
4. Uses hand tools to work soil and to remove weeds, undergrowth, and debris from school grounds and landscaped areas.
5. Sweeps walks and driveways and picks up paper, rubbish, and other debris.
6. Cleans and maintains drainage areas.
7. Applies pesticides and herbicides to grounds and garden areas for pest and weed control purposes.
8. Monitors, repairs, and cleans sprinklers and sprinkler systems.
9. Participates in the installation of sprinkler systems.
10. Mows, drags, chalks, lines, and marks athletic fields for scheduled events.
11. Assists in the repair and installation of fences, signs, posts, and outdoor playground equipment.
12. Performs general grounds maintenance work such as removing and replacing fences, posts, and signs.
13. Drives a dump truck and/or tractor as assigned.
14. Operates a fork lift as assigned.
15. Maintains hoses, tools, and equipment in proper condition and repair.
16. Orders routine supplies and materials.
17. Assists with a variety of facility set up and grounds maintenance duties.
18. Performs routine preventative maintenance to include oiling, adjusting, cleaning, and monitoring of a variety of motorized and mechanical equipment.
19. Makes repairs and adjustments to pumps and grounds-related plumbing equipment.
20. Inspects assigned facility and grounds for vandalism, damages, and sanitary and safety hazards, reporting hazards to appropriate authority and responds to and prepares work orders for major repairs as needed.

21. Assists outside vendors in the maintenance, repair and adjustment of all irrigation pumps and equipment.
22. Safely directs and assists in the application of pesticides and herbicides to district grounds and landscape areas for pest management and weed control purposes.
23. Assists in the maintenance, repair, installation, and programming of computerized central control water management systems.
24. Maintains accurate records for equipment, preventative maintenance, safety concerns, fertilizer and pesticides applications.
25. Assists the maintenance and operations supervisor in the training, and coordination of Groundskeeper I staff persons.
26. Is proficient in and may be required to perform any of the typical duties of a Groundskeeper I.
27. Other duties similar in scope and function.
28. May be assisted by a groundskeeper, and may occasionally assist maintenance workers.
29. Maintains monthly logs of maintenance of artificial synthetic turf fields.
30. Maintains and performs minor repairs of artificial synthetic turf fields to include grooming and sweeping.
31. Inspects and maintains proper drainage of synthetic sports track.
32. Establish positive working relationships with contractors and vendors.

EMPLOYMENT STANDARDS:

Knowledge of:

- Grounds keeping and gardening methods and practices
- Methods, equipment, materials and supplies used in the care and maintenance of grounds.
- Safe use and application of fertilizers, pesticides, and herbicides for pest and weed control purposes.
- Safe use, care, and operation of a variety of tools and equipment used in gardening work.
- Hand tools used in routine grounds maintenance.
- Automatic irrigation systems, including troubleshooting, repair, installations and programming.
- Operation, repair, and maintenance of motorized equipment such as tractors, ride-on mowers, and trucks.

Ability to:

- Safely use and operate a variety of hand and power tools associated with grounds keeping and gardening work.
- Recognize conditions which require maintenance and repair work.
- Work on own initiative without close supervision.
- Perform arithmetic calculations at the level necessary for satisfactory job performance.
- Read, interpret, and maintain blueprints and as-built sketches.
- Read and write at the level required to successful job performance.
- Establish and maintain cooperative working relationships with school officials and others.
- Effectively communicate both orally and in writing.
- Operate district vehicles and travel to various district sites.

EDUCATION, TRAINING, EXPERIENCE, AND REQUIREMENTS:

- Two years of skilled experience performing grounds, maintenance, or landscape work in educational, industry or commercial organizations. (A combination of training and experience which would likely provide the required knowledge and abilities is qualifying.)
- Possession of a valid and appropriate California Driver's License and evidence of insurability.
- High school diploma or equivalent.
- Complete hepatitis vaccine series.
- TB clearance.
- Criminal Justice fingerprint clearance.
- SIA physical testing clearance.

TYPICAL PHYSICAL REQUIREMENTS:

Frequently stand and walk for extended periods; stoop, kneel, and crouch to pick up or move objects, equipment, and furniture; ability to perform heavy physical labor for sustained periods of time; physical ability to lift and move objects weighing up to 50 pounds; physical ability to lift and carry objects weighing up to 150 pounds with assistance; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communications; use hand and power tools, including saws, electric drills, pipe threaders, joiners, commercial lawnmowers, tractors, and weed eaters.

TYPICAL WORKING CONDITIONS:

Work is performed in a variety of District facilities both inside and outside and in various types of weather; exposure to controlled and hazardous substances, pesticides, and other chemicals; continuous contact with staff and the public.

BOARD APPROVED:

December 15, 2021