

GROUNDS WORKER I

Class Code	OT Status	EEO Category	Represented Status	Salary Grade	Effective Date	Status	Pages
	Non-Exempt	Service/Maintenance	PEU Local 1	49	07/01/2017	Classified	1 of 2

DEFINITION

To perform a variety of routine landscaping and turf maintenance duties.

DISTINGUISHING CHARACTERISTICS

Grounds Worker I – Positions in this classification are task focused and require a basic understanding of landscaping and turf maintenance duties. Employees are trained on specific work activities with little latitude to vary work sequence.

Grounds Worker II – Positions in this classification provide skilled gardening care and grounds maintenance involving trees, lawns, turf, shrubs, hedges, ground cover, flowers and athletic fields.

Grounds Worker, Lead- Positions in this classification act as a lead and provide direction to lower-level staff in general gardening care and grounds maintenance at a college site, including the care and upkeep of a variety of athletic facilities. Provides guidance and instruction on techniques, methods and procedures for accomplishing assigned tasks and solving problems.

SUPERVISION RECEIVED AND EXERCISED

- Receives supervision from a departmental supervisor or manager.
- May receive training and direction from higher-level departmental personnel.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Waters, weeds, trims and mows, lawns, plants and trees.
- Rakes leaves; cleans walkways, fields, courts and other facilities.
- Loads trimming on trucks.
- Performs general grounds cleaning and empties exterior trash cans.
- Drives vehicles used to transport materials, tools and equipment as required.
- Assists in maintenance of athletic fields.
- Assists with pruning, fertilizing, applying insecticides and herbicides.
- Digs post holes and trenches.
- Responds to inquiries from the general public.
- Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Basic methods, tools, materials and equipment used in grounds maintenance work.

Skill/Ability to:

- Operate a variety of mechanical equipment.
- Mix and apply herbicides.



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- Learn proper and effective use and maintenance of landscape maintenance tools, equipment and materials.
- Learn safe work practices.
- Perform heavy manual labor, including lifting and moving items weighing up to 50 pounds.
- Follow verbal and written directions.
- Establish and maintain cooperative work relationships with those contacted in the performance of required duties.
- Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, race, ethnicity, gender identity, sexual orientation, age, mental or physical disability, and religious background of all students, faculty and staff, and with all individuals encountered in the performance of required duties.

EXPERIENCE AND TRAINING

- One (1) year of experience performing grounds work or similar duties.

EDUCATION / LICENSE OR CERTIFICATE

- Possession of a high school diploma/GED or the equivalent.
- Possession of, or ability to obtain, an appropriate, valid California driver's license.

Adopted: 07/01/17