

Head Grounds Maintenance Worker

Job Code 00007081

General Description

Responsible for leading grounds maintenance crews, assigning and monitoring duties, while performing a wide variety of grounds maintenance duties.

Examples of Duties

Police assigned areas.
Pick up trash around over filled dumpsters.
Maintain turf areas.
Maintain shrub and ground cover beds.
Clean shop area.
Maintain paved areas with use of herbicides.
Prepare schedules; assign work and record hours for self and crew.
Maintain chemical spraying records and vehicle mileages.
Prepare soil for planting grass, sod, flowers, shrubs, ground cover and trees.
Maintain appearance and health of trees.
Trap and remove animals and pests.
Repair minor problems to irrigation systems.
Assist irrigation workers by trenching, holding, cutting, gluing PVC pipe.
Inspect assigned areas for work quality.
Perform general maintenance duties such as painting, servicing equipment.
Calibrate equipment and perform minor carpentry.
Assist in Athletic field maintenance such as marking field, cleaning of stadium, and special events on campus.
Haul and spread sand and de-icer during bad weather also leaf removal on drains.
Perform other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge of: employee procedures and standards for staff; of laws, guidelines and policies related to pesticide use; of materials, equipment and tools used for grounds maintenance activities; of plant material and their growth habits and needs.

Skill in: working as team member on tasks and directing the work of others.

Ability to: understand policy and procedure manuals; to complete work logs, chemical records and take telephone messages; to perform basic math; to repair minor irrigation problems and eliminate water waste; to recognize safety hazards in assigned areas.

Experience and Education

To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements

May require Pesticide Applicator's License.