

LEAD GROUNDSKEEPER

A. General Statement

This is skilled gardening and mechanical maintenance work at the lead level involved in the care of grounds, equipment, and landscaping. Under direction, the Lead Groundskeeper directs and assists grounds crews in planting, cultivating and caring for district property. The work requires a broad general knowledge of gardening, and a moderate amount of problem solving and judgment. Public contacts are primarily with college personnel for the purpose of exchanging information, but can include vendors and horticulture resource persons. Lead Groundskeepers work outside under various weather conditions, and perform moderate to heavy physical work. The Lead Groundskeeper can be assigned to direct a crew of Groundskeepers and student assistants as needed.

B. Essential Functions

A. Lead Groundskeeper

1. exchanges information with supervisors and staff regarding work assignments, employee schedules, special projects, and equipment and supplies;
2. leads and participates in planting, cultivating, watering, spraying, and propagating ornamental plants, shrubs, hedges, trees, and flowers;
3. leads and participates in all phases of grounds care including lawn care, maintenance of parking lots and roads, preparation of athletic fields, installation of sprinkler systems; soil treatment and preparation, landscaping, and pest control;
4. operates spray equipment; operates a light truck, tractor, and rototiller; makes repairs to trucks, mower, grounds and other college equipment;
5. inspects tools and equipment for proper working order; requisitions tools, fertilizers, and plant stock; inspects jobs and makes reports; drives a motor vehicle to visit various sites and to pick up and deliver materials, equipment, and supplies.

C. Nonessential Functions

1. performs related duties as required.

D. Knowledges, Skills and Abilities

1. Knowledge of gardening methods and procedures, mechanical tools, and their uses.

Training Guidelines

1. Job experience; special courses.

LEAD GROUNDSKEEPER (continued)

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| 2. | Knowledge of proper methods of planting and caring for lawns, plants, and ground covers. | 2. | Job experience; special courses. |
| 3. | Knowledge of plant disease, insect pests and methods of control; knowledge of laws and regulations pertaining to proper use and safety procedures related to pesticides. | 3. | Job experience; special courses. |
| 4. | Skill in operating and repairing mechanical equipment used on the job. | 4. | Job experience; special courses. |
| 5. | Ability to do moderate to heavy physical labor. | 5. | Job experience; special courses. |
| 6. | Ability to communicate effectively with people of diverse cultures and language groups, and with people who have disabilities. | 6. | Job experience; life experience. |

E. Physical/Other Requirements

This position requires standing for long periods, walking, climbing stairs and ladders, reaching, pulling, pushing, lifting and moving moderate to heavy weights, bending, stooping; listening, speaking, reading; and following directions, and working with dust, fumes, and electrical equipment.

F. Education and Experience

This position requires a combination of training and experience equivalent to successful work experience of increasing responsibility in gardening and landscaping work which has included mechanical maintenance of related equipment, demonstrated ability to direct the work of others, and the ability to communicate effectively with people of diverse cultures and language groups, and with people who have disabilities. A valid California Driver's License is required.