

ROCKLIN UNIFIED SCHOOL DISTRICT

JOB TITLE: GROUNDKEEPER III

BASIC PURPOSE OF THE JOB CLASSIFICATION

Under direction, will assist the Grounds Supervisor in planning and carrying out the day-to-day operation of the District's grounds maintenance crews and will assist in the scheduling, inspecting, and implementation of specific grounds maintenance and landscape projects and other duties as assigned.

DISTINGUISHING CHARACTERISTICS

Employees in this classification receive general supervision within an established framework of standard policies and procedures. Employees in this classification will assist the Grounds Supervisor in providing leadership and direction of both Groundskeeper I and II classified employees, substitute workers, and student help. Employees in this position must have all of the qualifications expected of Groundskeepers I and II.

REPORTS TO

Grounds Supervisor and Director of Maintenance, Operations, and Grounds

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES *(The following information is descriptive and is not restrictive as to duties required)*

- X Plants, cultivates, prunes, shapes, trims, waters, and sprays trees, shrubs, hedges, and plants.
- X Plants, fertilizes, waters, mows, aerates, roto-tills, and cares for lawns.
- X Operates hand and power tools and equipment including power mowers, edgers, sweepers, riding mowers, and other grounds maintenance equipment and tools.
- X Uses hand tools to work soil and to remove weeds, undergrowth, and debris from school grounds and landscaped areas.
- X Sweeps walks and driveways and picks-up paper, rubbish, and other debris.
- X Cleans and maintains drainage areas.
- X Applies pesticides and herbicides to grounds and garden areas for pest and weed control purposes.
- X Monitors, repairs, and cleans sprinklers and sprinkler systems.
- X Participates in the installation of sprinkler systems.
- X Mows, drags, chalks, lines, and marks athletic fields for scheduled events

- X Performs general grounds maintenance work such as removing and replacing fences, posts, and signs.
- X Drives a dump truck and/or tractor as assigned.
- X Operates a fork lift as assigned.
- X Maintains hoses, tools, and equipment in proper condition and repair.
- X Orders routine supplies and materials.
- X Assists with a variety of general custodial and maintenance duties.
- X Performs routine preventative maintenance to include oiling, adjusting, cleaning, and monitoring of a variety of motorized and mechanical equipment.
- X Makes repairs and adjustments to pumps and grounds related plumbing equipment.
- X Inspects assigned facility and grounds for vandalism, damages, and sanitary and safety hazards, reporting hazards to appropriate authority and preparing work orders for major repairs as needed.
- X Assists in the maintenance, repair and adjustment to all irrigation pumps and equipment.
- X Safely direct and assist in the application of pesticides and herbicides to district grounds and landscape areas for pest management and weed control purposes.
- X Assists in the maintenance, repair, installation, and programming of Maxicom Central Control water management systems.
- X Maintains accurate records for equipment, preventative maintenance, safety concerns fertilizer and pesticide applications.
- X Assists in the direction, training, and evaluation input of Groundskeepers I and II staff persons.
- X Assist and oversee the implementation of grounds maintenance schedules and landscape projects through the district.
- X Ensures that routine maintenance of all district grounds equipment is completed on a scheduled basis.
- X Assist in keeping and maintaining accurate records of all equipment, turf management, pest management and safety concerns throughout the district.
- X Makes spot checks of scheduled work at various sites.
- X Communicates with school officials regarding work schedules or problems.
- X Fills in for Groundskeeper II employees or Grounds Supervisor in the case of illness or vacation time.
- X Assists in ordering or delivering parts, supplies, and landscape materials to district sites or grounds crews.
- X Assists in the layout and striping schedules of the district's athletic fields.

- X Assists in coordinating turf management programs on all district sports fields.
- X Consults with site personnel regarding prioritization of grounds related tasks, including athletic events.
- X Participates in the interview and selection process for grounds staff.

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.

DESIRABLE QUALIFICATIONS

Knowledge of :

- X Grounds keeping and gardening methods and practices.
- X Methods, equipment, materials and supplies used in the care and maintenance of grounds.
- X Safe use and application of fertilizers, pesticides, and herbicides for pest and weed control purposes.
- X Safe use, care, and operation of a variety of tools and equipment used in gardening work.
- X Hand tools used in routine building maintenance.
- X Automatic irrigation systems, including troubleshooting, repair, installation and programming
- X Operation, repair, and maintenance of motorized equipment such as tractors, ride-on mowers and trucks.
- X MAXICOM computerized central control water management system troubleshooting, programming, and installation.
- X Athletic field layout and game field preparation for a wide variety of athletic contests.
- X Proper turf management practices.

Ability to:

- X Safely use and operate a variety of hand and power tools associated with grounds keeping and gardening work.

- X Recognize conditions which require maintenance and repair work.
- X Work on own initiative without close supervision.
- X Perform arithmetic calculations at the level necessary for satisfactory job performance.
- X Read, interpret, and maintain blueprints and As-built sketches.
- X Read and write at the level required for successful job performance.
- X Effectively communicate both orally and in writing.
- X Provide lead direction of a district grounds maintenance crew.
- X Establish and maintain cooperative working relationships with school officials, co-workers, supervisors and others.
- X Assist, support, and direct multiple grounds maintenance crews.

Training and Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Two years of work experience in performing grounds maintenance or landscape work in industry or commercial organizations, including experience in providing lead direction for other staff.

Special Requirements:

Possession of a valid and appropriate California Driver's License.

Ability to obtain a Qualified Applicators License within nine months of employment in this position.

Ability to obtain a MAXICOM 2 Level 1 Certification and a Level II or installation class within nine months of hire in this position.

Acquire a minimum of at least three units in an approved course in turf management or landscape horticulture within one year of hire in this position.

The Rocklin Unified School District does not discriminate on the basis of color, race, religion, ancestry, national origin, age, sex, sexual orientation, gender, ethnic group identification, mental or physical disability in its educational programs, activities, or employment. All educational opportunities will be offered without regard to color, race, religion, ancestry, national origin, age, sex, sexual orientation, gender, ethnic group identification, mental or physical disability.

No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position(s) or program for which application has been made. It is the responsibility of the applicant to notify the employer of any necessary modifications to the job or work site in order to determine whether the employer can reasonably accommodate any known disability.

The Rocklin Unified School District
Maintains a tobacco-free, drug-free environment

Adopted: 03/06/02