Cabrillo College

Grounds Maintenance Worker

Definition

Under general supervision, performs skilled gardening, landscaping and grounds maintenance duties in a designated college service area or areas as assigned; and performs related duties as required or assigned.

Class Characteristics

Incumbents perform the full range of gardening and landscaping and landscaping maintenance duties as well as the safe operation, maintenance and repair of all groundskeeping equipment. This class is distinguished from Gardener/Groundskeeper Specialist in that the latter has specialized responsibilities related to athletic field preparation and maintenance in addition to performing the full range of gardening and landscaping duties.

Examples of Duties (Illustrative Only)

- Mows, trims, edges, fertilizes, aerifies and waters lawns and other landscaped areas (E)
- Weeds, prunes, mulches and fertilizes shrubs and ground cover (E)
- Prepares soil for planting (E)
- Plants, prunes and maintains trees, seedlings and shrubs (E)
- Plants and maintains planter boxes and specialty plant areas (E)
- Inspects assigned areas and corrects or reports safety hazards (E)
- Cleans and maintains grounds, paved areas, paths, walkways and stairways (E)
- Picks up trash and litter (E)
- Clears weeds and brush in underdeveloped grounds areas (E)
- Performs basic facility maintenance duties including pouring cement, repairing fences, grounds equipment and facilities (E)
- Performs landscape maintenance activities (E)
- Installs, repairs, programs and maintains irrigation controls and systems (E)
- Assists specialist in preparing fields for team use, including lining and marking (E)
- Reads and interprets plans, specifications, blueprints and schematics (E)
- Stores, mixes and sprays herbicides, fungicides and pesticides (E)
- Performs routine road, parking lot and road sign maintenance and repair (E)
- Maintains inventory of materials and supplies and prepares material and equipment estimates for assignments (E)
- Maintains work sites in a clean and orderly condition (E)
- Safely operates College vehicles and maintains a variety of hand and power landscaping tools and equipment, including hand and riding mowers, tractors, fork lifts, spreaders, rototillers, sprayers, edgers, thatchers, hedge trimmers, weed eaters, chainsaws, rollers, pruners, ladders and other tools (E)
- Observes safe work methods and uses safety equipment (E)
- Secures worksites from traffic hazards as necessary (E)
- Prepares basic records and reports of completed work, vandalism, maintenance requests, etc. (E)
- Traps rodents as necessary
- May assist in custodial or utility maintenance duties as needed
- Performs related duties as required or assigned

(E) = designates an essential function
QUALIFICATIONS

Knowledge of:

- Methods and techniques of planting, transplanting, cultivating, pruning and maintaining a variety of lawns, ground cover, plants, shrubs, hedges and trees
- Maintenance and operation of manual and automatic irrigation systems
- Soil preparation and enrichment
- Methods and equipment used in weed, pest and insect control and treating plant diseases
- Proper use, minor maintenance and repair of hand and power landscaping and grounds maintenance tools and equipment used in grounds work
- Custodial and utility maintenance practices, procedures and equipment
- Safe work methods and safety regulations pertaining to the work assignment
- Shop mathematics
- Safe driving methods and techniques

Skill In:

- Safely performing a variety of gardening, landscape, maintenance and custodial work
- Maintaining and cleaning a wide variety college facilities and grounds
- Recognizing common plants, plant diseases and insect pests
- Using and performing minor maintenance on landscaping and grounds maintenance tools and equipment
- Safely driving College vehicles and lifting heavy objects
- Using independent judgment and initiative in daily work activities
- Preparing brief, accurate oral and written reports of work performed
- Reading and interpreting label instructions, maps and specifications
- Establishing and maintaining an effective and cooperative working relationship with those contacted in the course of the work

Other Requirements:

- Must possess a valid California driver's license
- Must possess sufficient strength and stamina to lift and carry equipment weighing up to 90 pounds
- Must be willing to work at various college sites, outdoors in all weather conditions with exposure to steep terrain, pesticides, traffic and other potentially hazardous materials, using appropriate safety procedures and equipment
- Must be willing to respond to emergency situations in off-hours as necessary

Desirable:

- Possession of a Class B license

Education and Experience:

Equivalent to graduation from high school and two years of experience in gardening or landscape maintenance work. Basic maintenance or custodial work may be substituted for one year of experience in gardening or landscape maintenance work.

Established: December 1, 2004