

**San Jose · Evergreen Community College District
Classified Job Description**

Position: Groundskeeper II

Department: Grounds/Facilities

Location: District Office

Date: February 13, 2008

POSITION PURPOSE

Under general supervision, perform a variety of skilled gardening and irrigation systems maintenance duties in the development and maintenance of landscaped areas; operates a wide variety of turf mowing, commercial trucks and other maintenance equipment; assignments may require technical or functional direction of a project or work crew or to provide training to less experienced grounds maintenance personnel.

General supervision is provided after a training period by the Grounds Supervisor. Technical or functional supervision may also be provided by higher level grounds personnel.

KEY DUTIES AND RESPONSIBILITIES include but are not limited to the following:

1. Maintain ornamental and athletic field turf-grass areas by operating a wide variety of mowing equipment that includes commercial self-propelled rotary, triplex, tractor-drawn gang and hand mowers as well as power lawn edgers, weed-eaters and power turf sweepers.
2. Maintain automatic sprinkler irrigation systems for turf-grass, shrubbery, groundcover and tree plantings; repair $\frac{3}{4}$ " to 3" automatic irrigation valves of various manufacturers; repair various manufactured commercial sprinkler heads; troubleshoot controller and electric valve problems; and monitor irrigation pond water level, maintain filtering system and assist in valve maintenance. Repair main lines up to 8" in size.
3. Prepare and maintain athletic facilities including soccer, football, hardball, softball, track and rugby fields; line various fields to league specifications. Operate power liner to mark and cut lines; renovate hybrid bermuda and sandbase fields; resod areas as use requires; remove and install goal posts; move field house, portable bleachers and backstops; schedule maintenance of turf (lining, watering, fertilization, mowing) around sports activities; and maintain tennis and basketball courts with power sweeper and blower.
4. Maintain ornamental areas of campuses and District Offices operating a wide variety of power equipment including chainsaws, power edgers and hedge trimmers, weed eaters, sprayers, tote vehicles, tractor and loader, forklifts, turf sweepers and aerial lifts.
5. Prune trees, shrubs and vines at proper season and with knowledge of correct procedures; edge groundcovers and renovate as needed; fertilize, apply pre-emergent herbicides, insecticides and fungicides to ornamental plantings under direction of employee with pesticide applicator certification; and use wide range of hand tools in performing maintenance of ornamental areas.
6. Mix, load and apply insecticides, fungicides, herbicides and fertilizers to ornamental plants and turf-grass under direction of employee with pesticide applicator certification; calibrate spray equipment ranging in size from two hundred gallon power rigs to three gallon spray cans; calibrate fertilizer spreaders; and apply materials in a safe manner, at recommended rates.
7. Apply bait for squirrels, rats and mice under trained guidance of employee with pesticide applicator certification; trap and eradicate gophers to provide safe athletic field playing surfaces; and apply chemicals to irrigation pond to control aquatic weeds.
8. Perform landscape construction functions involved in renovation of old plantings and new landscape installations; operate tractor and various attachments including loader, scraper,

airefier, rototiller, overseeder, flail mower and auger in accomplishing required tasks; plant and stake trees, plant shrubs, groundcover and vines; prepare planting areas by rototilling in soil amendments and fertilizers, hand or tractor grading; install drain lines, headerboards; install new irrigation systems or modify old systems; and operate trenchers, install mainlines, valves, lateral lines, sprinkler heads and control wires to irrigation controller.

9. Perform a variety of tasks such as concrete work, blacktop repair, cyclone fence repair and assist Custodian and Maintenance staff as required.
10. Participate in District training as requested.
11. Performs other related duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

1. Common plant, tree and turf pest and disease methods for their control and eradication;
2. Safe work practices;
3. Basic construction and repair methods; and
4. Proper and effective use of landscape and maintenance tools, equipment and materials.

Ability to:

1. Understand and carry out oral and written instructions specified in English;
2. Perform skilled landscape maintenance work;
3. Mix and apply herbicides, insecticides and pesticides safely and properly
4. Pass a complete physical examination prior to permanent appointment; and
5. Work effectively with others encountered in the course of work.

Experience and Education:

1. Education equivalent to completion of the twelfth grade.
2. One year of experience performing semi-skilled or skilled landscape maintenance work.
3. Demonstrated sensitivity, knowledge and understanding of the diverse academic, socioeconomic, gender, cultural, disability, and ethnic back of groups historically underrepresented, and groups who may have experienced discrimination.
4. Success integrating diversity as appropriate into the major duties outlined in the job description and in the duties listed in the District's hiring policy; or demonstrated equivalent transferable skills to do so.

Licenses and Certificates:

1. Possession of or ability to obtain, a Commercial Class B California Driver's License within nine months of initial employment and maintain the up-to-date license during the course of employment.

WORKING CONDITIONS

1. Lift up to 60 pounds unassisted.
2. Bend, stoop and perform tasks requiring physical agility and strength.
3. Work out of doors under adverse weather conditions and with no known allergic reaction to grasses, pollens, dust, fertilizers pesticides or insecticides; operate the full range of landscape maintenance equipment utilized by the district.

Board Approved: 2/12/2008
CSEA Salary Schedule: Range 71
EEO Category: 2B6 – Service/Maintenance