

# Grounds Maintenance Worker

## Summary

Under general direction, performs a variety of duties in supporting grounds maintenance in care of lawns and landscaped areas surrounding County buildings and properties.

## FLSA: Non-Exempt

## Distinguishing Characteristic

This is an entry-level position; reports to Supervisor, Building and Grounds.

## Essential Job Functions

*Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Performs a variety of landscape maintenance activities; conducts fertilizing, weed control, seeding and watering procedures; mows, edges walkways and curbs; conducts general clean up of trash clippings, leaves and debris; prunes and trims trees and shrubs; plants and extracts trees; performs brush removal; inspects landscaped areas; loads and hauls materials.
- Conducts repair of irrigation systems and landscapes; sweeps and cleans roadways, pathways and parking areas; patches and fills concrete areas as needed.
- Identifies plants and pests; applies a variety of pesticides to control and eliminate the spread of weeds and pests in beds and unlandscaped areas.
- Performs routine maintenance on tools and motorized machinery; repairs and provides basic maintenance on mowers, chain saws, power leaf blowers, hedge trimmers, weed eaters and other related equipment; changes oil, coolant, hydraulic fluid and filters; removes, sharpens, installs and maintains blades, weed/shrub trimmers and other related equipment; performs minor repairs to grounds tractors and equipment.
- Assists craftworkers with building remodeling, furniture moving; performs clean up duties; assists in the installation of irrigation systems, lawns, planting beds, decorative rock, landscapes and other related activities; assists grounds maintenance worker, senior and/or lead as required.
- Performs other related duties as assigned.

## Required Knowledge and Skills

- Knowledge of applicable policies and procedures.
- Knowledge of the principles of irrigation systems.
- Knowledge of landscaping equipment and basic repair.
- Knowledge of restricted use and application of chemical pesticides.
- Knowledge of chemical application, safety and clean up.
- Skill in working within deadlines to complete projects and assignments.
- Skill in identifying and recommending solutions to problems.
- Skill in establishing and maintaining effective working relations with co-workers, other County employees, and the public.

### **Minimum Requirements-Education, Certifications and Licenses**

- One (1) year of experience in landscape maintenance.
- Valid State of California driver's license is required.

### **Environmental Factors and Conditions/Physical Requirements**

- Work is performed in an outdoor environment.
- May be required to lift and carry items weighing over 50 pounds.
- May be exposed to dangerous machinery, and hazardous chemicals.

### **Equipment and Tools Utilized**

- Standard equipment includes personal computer and standard office equipment.
- Specialized equipment includes standard landscape equipment chemical sprayers.