

## PERRIS UNION HIGH SCHOOL DISTRICT

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Board Approved: August 16, 2006  
Salary Schedule: 20; Row: 20

Perris Union High School District provides equal opportunity in employment without regard to race, religion, color, national origin, ancestry, physical handicap, medical condition, sexual orientation, marital status, age and gender in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Perris Union High School District policy. A physical examination and drug screen may be required of all finalists before employment.

### **JOB TITLE: LEAD GROUNDSKEEPER**

**JOB PURPOSE STATEMENT:** Under the direction of the Maintenance Supervisor or the Director of Maintenance, Operations and Transportation, oversee the coordination of a gardening team in the performance of general and varied grounds maintenance and gardening work at District sites; plant, spray, fertilize, prune, irrigate and maintain lawns, trees, shrubs, athletic fields and landscaped areas; oversee the issuance of supplies, materials and equipment; and train and provide work direction to assigned staff.

### **JOB FUNCTIONS:**

- Provide work direction and develop daily assignments of Grounds Keepers; establish site landscape maintenance tasks and schedule assigned staff to grounds maintenance activities as appropriate
- Participates as a member of an assigned Maintenance and Operations Grounds Keeper team.
- Plants, cultivates, trims and prunes hedges, shrubs, trees, and lawns
- Irrigates and cultivates various grounds area by hand, manual or automatic sprinkler systems and set controllers
- Makes repairs to irrigation systems; assists in the replacement and service of irrigation systems; troubleshoots and inspects sprinkler systems and reports malfunctioning sprinklers to appropriate personnel
- Fertilizes lawns, planter beds and trees; controls weeds and insects in lawns, planter beds and fence lines; sprays landscaped areas with herbicides; prepares mixtures in appropriate proportion
- Removes and cuts trees, shrubs and hedges as appropriate
- Prepares and maintains records of herbicide applications, inventory records and work orders according to established procedures

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JOB FUNCTIONS - continued

- Operates trucks, tractors and equipment related to landscape maintenance including aerial lift; cleans grounds equipment as required
- Distributes sand, soil and other material as needed
- Performs a variety of regular maintenance to grounds such as seeding, raking leaves and debris, cleans gutters and down spouts of building and others as assigned
- Performs basic math necessary to calculate fertilizer and chemical applications
- Establishes and maintains a cooperative working relationships with those contacted in the course of work
- Performs other related duties as assigned or needed

KNOWLEDGE AND ABILITIES:

Knowledge of:

Methods, equipment and materials used in gardening and grounds keeping work. Proper operation of heavy grounds equipment; minor repairs to equipment used in the landscape maintenance field; herbicides and other chemicals used in grounds maintenance; basic record-keeping techniques; principles of training and providing work direction.

Ability to:

Perform general grounds maintenance duties including mowing, edging and weeding; mow, edge, water, weed, fertilize, rake and cultivate lawns, flower beds, athletic fields and other landscaped areas; maintain routine records; train and provide work direction to others; learn District organization, operations, policies and objectives; establish and maintain an effective relationship with others; follow oral and written directions.

PHYSICAL ABILITIES:

- Visual ability to read handwritten or typed documents and instructions, the display screen of various equipment and machines, and blueprints and schematics
- Able to conduct verbal conversation in English
- Able to hear normal range verbal conversation (approximately 60 decibels)

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PHYSICAL ABILITIES – continued

- Able to push and/or pull a variety of tools and equipment weighing up to 50 pounds
- Able to sit, stand, stoop, kneel, bend, lift (50 pounds), carry (50 pounds), climb, and walk for an extended period of time
- Able to sustain heavy manual labor up to 6 hours
- Able to exhibit a full range of motion for shoulder, elbow, back, hip, and knee
- Able to use respirators, for personal protection, as necessary
- Able to work at various elevated heights and in restricted spaces in a safe and effective manner
- Able to demonstrate manual dexterity necessary to perform fine maintenance procedures and operate both manual and power hand tools in a safe and effective manner
- Able to work with chemical agents, trees, plants, shrubs, flowers, soil and turf in a safe and effective manner without allergic reaction
- Able to operate a variety of powered industrial vehicles and equipment, and manual equipment, as commonly found in grounds keeping and gardening in a safe and effective manner
- Able to operate a variety of maintenance motor vehicles in a safe and effective manner

JOB QUALIFICATIONS:

Education:

- High School Diploma or General Education Diploma

Experience:

- Two years of experience with grounds and gardening maintenance

Licenses, Certifications, Bonding, and/or Testing:

- Possession of a Certified Commercial Applicator Certificate issued by the State is desirable
- Valid Class C Driver's License

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Licenses, Certifications, Bonding, and/or Testing – continued

- Physical Examination Clearance
- TB Clearance
- Drug/Alcohol Clearance
- Criminal Justice Fingerprint Clearance

Membership in CSEA or payment of an equal service fee is a condition of employment.