

ORANGE COUNTY CLASS SPECIFICATION

TITLE: GROUNDS MAINTENANCE WORKER **GRADE:** 06

TITLE ABBREVIATION: GROUND MAINT WRKR **TITLE NO.:** 6397

JURIS.CL: NC SALARY CODE: 01 UNIT: EEO CODE: SM FLSA CODE: NE (2)

DEPARTMENT: COMMUNITY COLLEGE **DIVISION:** GROUNDS

SUPERVISOR'S TITLE: SUPERVISING GROUNDSMAN

DISTINGUISHING FEATURES OF THE CLASS: The work involves the performance of a variety of skilled manual tasks in connection with the improvement, maintenance and upkeep of grounds. Work is performed under general supervision, with leeway for independent judgment in the scheduling of groundskeeping tasks. Does related work as required.

TYPICAL WORK ACTIVITIES:

Seeds, fertilizes, waters, power mows and otherwise maintains lawns and landscaped areas, including playing fields and other recreation areas;

Plants, transplants, fertilizes, waters, prunes and sprays trees, shrubs and flowers;

Participates in construction projects requiring masonry and carpentry skills, such as building forms and pouring cement for stairs and curbs;

Participates in the maintenance and repair of broken masonry, wooden staircases, and gutters;

Excavates drainage ditches with backhoe, lays and connects pipes to underground catch basins;

Removes snow or ice and sands or salts walks and roadways using a shovel or operating a tractor or other mechanized equipment; erects and removes snow fences;

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Installs chain link fencing using mechanical post hole digger and leveling instrument to plumb posts;
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Removes trees and stumps using chain saw, ladder, cables, tractor, etc.:

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Performs simple tune-ups on small equipment, sharpens mower blades and performs basic maintenance on other grounds equipment; maintains logs regarding grounds equipment maintenance;

Assists in maintenance of all institutional storm lines, manholes, retaining walls, curbs, roadways and parking lots; this includes mixing and applying heated asphalt and stone;

Collects refuse, removes leaves and other debris from lawns and roadways often utilizing power equipment in this operation;

May provide directions, assistance and information to students and visitors;

May be assigned to a variety of indoor tasks of a janitorial or maintenance nature during periods of inclement weather.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of grounds maintenance operations and upkeep practices; good knowledge of planting, cultivating, pruning, and general care of plants, flowers, shrubs and lawns; good knowledge of the operation of machinery and tools used in groundskeeping; working knowledge of the symptoms and means of combatting insects and other pests typical of the area; working knowledge of the maintenance of groundskeeping machinery, equipment and tools; working knowledge of construction methods; ability to read blueprints; ability to perform arduous manual work; ability to follow oral and written instructions; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

(A) Graduation from high school or possession of a high school equivalency diploma and one (1) year of full-time work experience or its part-time/verifiable volunteer equivalent involving groundskeeping and maintenance, including the use of groundskeeping machinery and tools; OR

(B) Four (4) years of experience as described in (A) above.

SPECIAL REQUIREMENT: Must possess at time of appointment and maintain a valid driver's license.