

CITY OF CARSON

Title: SENIOR GROUNDS WORKER

Job Summary:

Under general supervision; leads, coordinates, supervises and works with a crew engaged in the maintenance of turf, landscaped areas, City Hall, Community Center, Corporation Yard and Park facilities. Oversees and coordinates work of grounds workers, maintenance workers, temporary workers and senior citizens assigned to grounds maintenance. Supervises and works close with a crew of 5-7 employees engaged in a variety of specialized and skilled grounds maintenance activities in the care of City facilities. The major reason or purpose for our work is to provide for properly maintained grounds and athletic fields that are free from litter and aesthetically pleasing for public use and for the enjoyment of recreational programs and activities.

Essential Duties and Responsibilities:

(These functions are representative and may not be present in all positions in the class. Management reserves the right to add, modify, change or rescind related duties and work assignments.)

1. Provide supervision and leadership for 5-7 subordinate employees.
2. Train, coordinate, plan and assign duties.
3. Design, install new systems; redesign existing irrigation systems.
4. Repair and/or replace controllers.
5. Read irrigation blueprints.
6. Repair, adjust, replace and maintain irrigation line and sprinkler heads.
7. Monitor backflow repairs.
8. Install new valves.
9. Locate existing valves and repair or replace.
10. Install, redesign or modify existing ball diamonds.
11. Grade, renovate, and maintain pitching rubbers, home plate and base pegs.
12. Aerate, renovate, re-seed perform layout and burn-in soccer field, football field, four lines for baseball field.
13. Wash and blow playing fields and courts.
14. Design, embellish, landscape, prepare soil for planting flowers, shrubs, hedges.
15. Transplant, trim, prune, apply weed killer, fertilize and control disease.
16. Aerate, renovate, re-seed, fertilize and control disease, gopher and weeds.
17. Mow, edge grass with the appropriate and specialized equipment.
18. Inspect, plant, trim, fertilize, stake, transplant, and check for disease.
19. Operate a variety of equipment associated with grounds maintenance; fork-lift, fertilizer spreader, turf sweeper, water truck, hustler mower, weed eater, back-pack blower and a variety of other manual and power hand tools.
20. Provide grounds maintenance support.

21. Train and provide work direction to subordinate staff, train them on the safe and proper use of tools and equipment.
22. Assign and review work, participate in the evaluation process of the employees assigned to our crew.
23. Ensure crew works in a safe environment.
24. Wear uniforms and necessary safety clothing.
25. Act as a liaison between maintenance and contractors on new additions and the refurbishment of existing grounds and park facilities.
26. Inspect, troubleshoot, and repair problems created by contractors.
27. Prepare labor distribution sheets, safety records, service request ledgers, materials distribution reports, irrigation schedules, equipment preventative maintenance records and other maintenance activity records.
28. Assist in budget preparation by providing input on costs and kinds of equipment, materials and other supplies, assist in matters relating to disaster and emergency response and recovery efforts.
29. Maintain routine records related to equipment operation and maintenance, service requests and other grounds maintenance activities.
29. Performs related duties as required.

Qualification Guidelines:

A typical way to obtain the requisite qualifications to perform the duties of this class is as follows:

Education and Experience:

Graduation from high school or equivalent. Three (3) years of skilled-level grounds maintenance experience.

Knowledge of:

- . Methods, equipment and materials used in grounds maintenance work.
- . Principles and practices of training and providing work direction.
- . Appropriate safety practices and procedures, including handling of hazardous materials.
- . Applicable sections of the California Vehicle Code.
- . Characteristics of plants, trees and grass common to the area.
- . Types and techniques for the control of plant diseases and pests.
- . Basic record-keeping techniques.

Skill and Ability to:

- . Perform skilled grounds maintenance work and oversee the activities of a grounds maintenance crew.
- . Operate a variety of grounds maintenance equipment safely and efficiently.
- . Maintain tools, equipment and vehicles in clean and proper working condition.

Skill and Ability to:

- Identify common plants and trees.
- Read and interpret landscape blueprints.
- Observe and enforce safety practices and procedures.
- Train and provide work direction to others.
- Assign and review the work of others.
- Lift objects weighing up to 75 pounds.
- Perform heavy manual labor.
- Understand and follow oral and written directions.
- Observe legal and defensive driving practices.
- Establish and maintain cooperative and effective working relationships with others.

License and Certificate:

Valid California driver's license and State of California Pesticide Operator's License.

Physical Requirements and Working Conditions:

Employee accommodations for physical or mental disabilities will be considered on a case-by-case basis. Positions in this class normally:

- Require the mobility to stand, stoop, reach and bend.
- Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Perform work which involves the frequent lifting, pushing and/or pulling of objects which may approximate 75 pounds and may occasionally weigh up to 100 pounds.
- May be required to work in inclement weather without effective protection from sun, cold and rain.
- May be required to work with harsh and toxic substances.
- May be required to wear protective apparel including goggles, face protectors, aprons, shoes and oxygen breathing apparatus.
- May be required to work around loud noise.
- May be required to work around moving mechanical parts.
- May be required to work around electrical current.

Nash and Company
July 1996