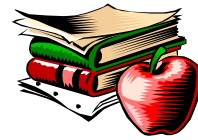




JOB DESCRIPTION

TULARE JOINT UNION HIGH SCHOOL DISTRICT
426 North Blackstone, Tulare, CA 93274



Groundskeeper

Revised 7/11

DEFINITION

Under the supervision of the Maintenance and Operations Supervisor, performs routine and semi-skilled grounds maintenance and gardening work; and other related duties as required.

EXAMPLES OF DUTIES/ESSENTIAL FUNCTIONS

- Performs general grounds maintenance work including watering and mowing lawns. E
- Blows and sweeps sidewalks, parking lots, tennis court areas, and other assigned areas. E
- Maintains athletic fields and prepares them for events. E
- Operates and maintains mowers, sweepers, and other equipment used in the care of grounds. E
- May drive a school vehicle for other tasks as needed and as assigned. E
- Inspect tractor and mower for safe and proper operation. E
- Repair and maintain equipment as needed.
- Travel to other sites to maintain grounds. E
- Monitor campus for necessary grounds maintenance work to assure safety, resolve problems or notify others as appropriate. E
- Maintain routine records of work orders, equipment repair and maintenance and chemical applications. E
- Perform maintenance work such as touch up painting. E
- Repair sprinkler and irrigation pipes. E
- Respond to emergency call outside of normal work hours. E
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS

Education

High School Diploma or equivalent

Experience

Two years experience in the care of school grounds desired

Licenses and Other Requirements

DOJ and FBI fingerprint clearance

Negative TB test within the last four years

Valid California Driver's License

KNOWLEDGE AND ABILITIES

Knowledge of

- Methods, materials and equipment used in the care of school grounds.
- Basic grounds maintenance procedures including mowing, edging, raking and weeding.
- Safe work procedures in the operation of hand and power tools and equipment.
- Cultivating, fertilizing, watering and spraying of flowers, trees, shrubs, grass, etc.
- Herbicides and other chemicals used in grounds maintenance (training provided as necessary).
- Operation and maintenance of hand and power tools and equipment used in grounds keeping.
- Methods and materials used in controlling pests, insects, and weeds.
- Read and understand material safety data sheets.
- Safe and defensive driving practices and methods.
- Oral and written communication skills.

- Safety best practices and work methods.
- Proper lifting techniques.
- Read and understand Material Safety Data Sheets (MSDS).
- Interpersonal skills using tact, patience, and courtesy.

Ability to

1. Perform specialized grounds keeping in the care and maintenance of District and site grounds.
2. Utilize independent judgment in performing grounds maintenance and activities.
3. Mow, edge, water, weed, fertilize, cultivate lawns, flowerbeds, athletic fields, and other landscaped areas.
4. Mix and apply chemicals to control and eradicate weeds, insects, and other pests.
5. Perform heavy physical labor.
6. Operate a variety of power and hand tools and light motorized equipment including tractors, power mowers, edgers, and weed eaters.
7. Maintain routine records such as work orders, equipment repair and maintenance, chemical applications, irrigation schedules, and overtime assignments.
8. Work cooperatively with others.
9. Operate a variety of district vehicles and equipment.
10. Meet schedules and timelines.
11. Demonstrate safe work habits and observe all applicable workers safety practices, including the use of required personal protective equipment.

PHYSICAL DEMANDS AND WORKING CONDITIONS

Environment

- Outdoor environment subject to changing conditions and temperatures exceeding 90 degrees at times.
- Driving a vehicle and operating mobile motorized equipment to conduct work.
- Working on ladders at varying heights.
- Exposure to chemicals, fumes; noise from vehicle and equipment operation, dust, dirt, oil/grease, gases, and pollen.
- Working with or around machinery with moving parts.
- Subject to loud noises.

Physical Demands

- Sitting, standing, and walking for extended periods of time.
- Lifting, carrying, pushing, and pulling object(s) weighing up to 75 pounds.
- Occasional stooping, kneeling, crouching.
- Repeated bending.
- Dexterity of hands and fingers to operate grounds equipment and tools.
- Repetitive use of wrists and/or hands.
- Ability to maintain balance.
- Reaching overhead, horizontally and above the shoulders.
- Rapid mental/muscular coordination.
- Verbal, auditory, and written capabilities to effectively communicate in an articulate manner.
- Accurate depth perception.
- Clarity of vision at varying distances to see small details and have color vision/distinguish shades.

Hazards

- Working with chemicals, tools, and powered machinery.