

CITY OF HAYWARD

GROUNDSKEEPER II

DEFINITION

Under general supervision, performs a variety of unskilled, semi-skilled and skilled groundskeeping duties which may include gardening, landscaping, spraying, tree trimming and equipment operation; supervises and participates in the work of a major field section in the Landscape Maintenance Division.

DISTINGUISHING CHARACTERISTICS

Positions in this class are distinguished from those in the class of Groundskeeper I in that the Groundskeeper II usually performs the more highly skilled and complex assignments and may work independently. Positions in this class have the responsibility of being a leadworker in charge of a functional work unit such as the groundskeeping, landscaping, tree trimming or clean up sections. Positions in this class also have the responsibility of pesticide application and manual methods of weed abatement during weed season. In this capacity a Groundskeeper II may be required to perform duties similar to those performed by Groundskeepers I and Laborers. The duties assigned to positions in this class require that incumbents exercise independent judgement and initiative. Also, operation of a variety of light and moderately heavy equipment is required.

SUPERVISION RECEIVED

General supervision is provided by the Groundskeeper III and the Landscape Maintenance Manager. Responsibilities include supervision of a major field section.

SUPERVISION EXERCISED

May act in Groundskeeper III's absence as needed to exercise effective supervision of one or more crews.

ESSENTIAL DUTIES

Duties may include but are not limited to the following:

Provides work guidance, scheduling and follow up to one or more small crews of semi-skilled and unskilled workers.

Participates in the maintenance and repair of landscaped areas, irrigation systems and related facilities.

Performs semi-skilled trades work in the general classification of carpentry, plumbing, pipefitting, tiling, brick laying, painting and cement work.

ESSENTIAL DUTIES (continued):

Checks on tools and equipment for proper condition and repairs.

Supervises and assists in trimming of small trees and root pruning.

Supervises and assists in removing trees and stumps.

Supervises and assists in landscaping activities such as planting, cultivating, watering, spraying of plants, shrubs, trees, and lawn with fertilizers, ~~pre~~-post and pre-emergent herbicides and growth retardants.

Supervises and assists in ground maintenance work such as raking leaves, weeding and litter removal.

Operates tractor equipped with mowers, lawn rollers, fertilizer spreaders, edgers, aerator and backhoe.

Operates equipment such as rototiller, trencher, stump remover, dethatcher, root saw, concrete saw and jackhammer.

Performs heavy physical labor as necessary in the course of duties.

Performs related work as necessary.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Basic materials, methods, and terminology used in the maintenance and repair of landscaped areas including trees, irrigation systems and associated facilities.

Safe operating practices and procedures.

The operation and use of a variety of hand and powered tools used in performing groundskeeping work.

Methods of propagating, planting, transplanting, watering, spraying, trimming and removing trees, shrubs, flowers and lawns.

Programming, installation and maintenance of evapotranspiration and weather-based irrigation controllers.

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Knowledge of (continued):

Safe and effective use of herbicides.

Ability to:

Supervise the activities of one crew and work independently without direct supervision.

Perform a variety of skilled and semi-skilled groundskeeping tasks.

Follow verbal and written directions and work from sketches and drawings.

Use hand and power tools and equipment.

Perform heavy physical labor.

EXPERIENCE AND EDUCATION

Any combination equivalent to experience and training that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Two years of experience in groundskeeping, including the operation of light and moderately heavy equipment.

Education: Equivalent to completion of the eighth (8th) grade.

Licenses and Certificates: Possession of a valid Class C California Driver's License. Must obtain Class B License during probationary period. Depending upon assignment, a Class A Driver's License and/or a California Tanker Endorsement may be required. Must obtain an Agricultural Pest Control Applicator's Certificate License in at least one category within one year from date of hire.

SPECIAL REQUIREMENTS

Essential duties require the following mental and/or physical ability to: work in variable indoor and outdoor conditions; tolerate exposure to outdoor elements in all weather conditions (e.g. heat, cold, and rain) throughout the year; work in confined workspaces, and be able to tolerate some exposure

SPECIAL REQUIREMENTS (continued):

to varying amounts of vibration and equipment noise, pesticide chemicals, gas, oil and PVC glue and mechanical hazards; frequent standing and walking and occasional kneeling, crouching,

SPECIAL REQUIREMENTS (continued):

stooping, twisting of the upper body, climbing; handling equipment; digital dexterity; perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; ability to safely lift and move equipment weighing up to 80 pounds; converse by telephone, email, in person and be clearly understood; read and comprehend technical and complex documents; and interact with the public and all different levels of City staff in an effective and professional manner. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) Year.

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June 1988

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AAP GROUP: 17

FPPC STATUS: Non-Designated

FLSA STATUS: Non-Exempt