

## **ROCKLIN UNIFIED SCHOOL DISTRICT**

JOB TITLE: GROUNDKEEPER I

### BASIC PURPOSE OF THE JOB CLASSIFICATION

To perform a variety of unskilled and semi-skilled grounds maintenance and gardening work in the upkeep of school sites and/or District facilities; and to do related work as required.

### DISTINGUISHING CHARACTERISTICS

Employees in this classification receive direct supervision within an established framework of standard policies and procedures.

### REPORTS TO

Grounds Supervisor; Director of Maintenance, Operations, and Grounds; Groundskeeper II; and Groundskeeper III

### EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES *(The following information is descriptive and is not restrictive as to duties required)*

- X Plants, cultivates, prunes, shapes, trims, waters, and sprays trees, shrubs, hedges, etc.
- X Plants, fertilizes, waters, mows, aerates, roto-tills, and cares for lawns.
- X Operates hand and power tools and equipment including power mowers, edgers, sweepers, riding mowers, and other grounds maintenance equipment and tools.
- X Uses hand tools to work soil and to remove weeds, undergrowth, and debris from school grounds and landscaped areas.
- X Sweeps walks and driveways and picks-up paper, rubbish, and other debris.
- X Cleans and maintains drainage areas.
- X Applies pesticides and herbicides to grounds and garden areas for pest and weed control purposes.
- X Monitors, repairs, and cleans sprinklers and sprinkler systems.
- X Participates in the installation of sprinkler systems.
- X Mows, drags, chalks, lines, and marks athletic fields for scheduled events.
- X Performs general grounds maintenance work such as removing and replacing fences, posts, and signs.
- X Drives a dump truck and/or tractor as assigned.

- X Operates a fork lift as assigned.
- X Maintains hoses, tools, and equipment in proper condition and repair.
- X Orders routine supplies and materials.
- X Assists with a variety of facility set up and grounds maintenance duties.
- X Performs routine preventative maintenance to include oiling, adjusting, cleaning, and monitoring of a variety of motorized and mechanical equipment.
- X Makes repairs and adjustments to pumps and grounds related plumbing equipment.
- X Inspects assigned facility and grounds for vandalism, damages, and sanitary and safety hazards, reporting hazards to appropriate authority, and responds to work orders for major repairs as needed.

### TYPICAL PHYSICAL REQUIREMENTS

Frequently stand and walk for extended periods; stoop, kneel, and crouch to pick up or move objects, equipment, and furniture; ability to perform heavy physical labor for sustained periods of time; physical ability to lift and move objects weighing up to 50 pounds; physical ability to lift and carry objects weighing up to 150 pounds with assistance; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communications; use hand and power tools, including saws, electric drills, pipe threaders, joiners, commercial lawnmowers, tractors and weed eaters.

### TYPICAL WORKING CONDITIONS

Work is performed in a variety of District facilities both inside and outside and in various types of weather; exposure to controlled and hazardous substances, pesticides, and other chemicals; continuous contact with staff and the public.

### DESIRABLE QUALIFICATIONS

#### Knowledge of :

- X Grounds keeping and gardening methods and practices.
- X Methods, equipment, materials and supplies used in the care and maintenance of grounds.
- X Safe use and application of fertilizers, pesticides, and herbicides for pest and weed control purposes.
- X Safe use, care, and operation of a variety of tools and equipment used in gardening work.
- X Hand tools used in routine grounds maintenance.

#### Ability to:

- X Safely use and operate a variety of hand and power tools associated with grounds keeping and gardening work.

- X Recognize conditions which require grounds maintenance and repair work.
- X Work on own initiative without close supervision.
- X Perform arithmetic calculations at the level necessary for satisfactory job performance.
- X Read, general grounds blueprints and “as-built” sketches.
- X Read and write at the level required for successful job performance.
- X Establish and maintain cooperative working relationships with school officials and others.
- X Effectively communicate both orally and in writing.

Training and Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Some work experience in the field of grounds keeping and related work is desirable.

Special Requirements:

Possession of a valid and appropriate California Driver=s License.

Ability to obtain a Commercial (Class B) driver’s license when required.

**The Rocklin Unified School District does not discriminate on the basis of color, race, religion, ancestry, national origin, age, sex, sexual orientation, gender, ethnic group identification, mental or physical disability in its educational programs, activities, or employment. All educational opportunities will be offered without regard to color, race, religion, ancestry, national origin, age, sex, sexual orientation, gender, ethnic group identification, mental or physical disability.**

**No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position(s) or program for which application has been made. It is the responsibility of the applicant to notify the employer of any necessary modifications to the job or work site in order to determine whether the employer can reasonably accommodate any known disability.**

The Rocklin Unified School District  
**Maintains a tobacco-free, drug-free environment**

Revised: 12/97

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