DEFINITION:
Under supervision, to perform routine grounds maintenance work in maintaining lawns and campus grounds; to perform heavy manual labor; and to do related work as required.

JOB CHARACTERISTICS:
Level II positions may be distinguished from level I by the assignment of skilled gardening duties such as pruning, cultivating, fertilizing, and maintaining campus grounds. These duties require the exercise of initiative and independent judgment.

EXAMPLE OF DUTIES AND RESPONSIBILITIES:
Depending upon assignment, duties may include, but are not limited to, the following:

1. Sweeps sidewalks, lawns, and other areas.
2. Rakes leaves and picks up rubbish and paper.
3. Assists in planting, cultivating, fertilizing and irrigating lawns and flowerbeds.
4. Prunes and trims trees, shrubs, and lawns.
5. Sprays and dusts insecticides and other chemicals to control pests and weeds.
6. Performs general manual laboring work.
7. Assists in the care and maintenance of tools and equipment.
8. May drive a truck in the performance of duties.
10. May assist in blacktopping roads and walks, installing fences, laying bricks and concrete slabs and installing signs.
11. Performs other related duties as assigned.

EMPLOYMENT STANDARDS:
Knowledge of:
1. Uses and purposes of various hand tools employed in grounds keeping and general laboring work.
Ability to:

1. Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, cultural, disability, religious background and sexual orientation of community college students, faculty and staff.

2. Participate in appropriate training in hazardous materials handling, storage, and disposal; follow designated policy and procedures for Haz-mat identification, storage and disposal; maintain standards related to environmental compliance and personal health and safety as required.

3. Use a computer for entry and retrieval of information for work assignments.

4. Operate hand gardening tools.

5. Work cooperatively with others.

6. Follow verbal and written instructions.

7. Perform general manual laboring work.

8. Work in an environment where there is high exposure to dust, pollens, and other allergens.

9. Ability to withstand extensive standing, walking, stooping, squatting, pushing, pulling, and climbing.

Experience:

1. Two years experience in grounds keeping in a comparable position with another employer or successful completion of the Grounds Gardener I promotional qualifications.

Education:

1. Completion of eighth grade, or equivalent.

Additional Requirements:

1. Possession of an appropriate California operator's license issued by the State Department of Motor Vehicles.

In order to be considered for an opening at the Grounds Gardener III or IV level, the employee must have demonstrated aptitude in the operation of heavy equipment and training in irrigation.

Date Approved: March 1993
Range: L-39
EEO-Category: H-70