

## **CLASSIFIED PERSONNEL**

### **GROUNDS MAINTENANCE WORKER/APPLICATOR**

#### **OVERALL JOB PURPOSE STATEMENT:**

Under the day-to-day coordination of a Lead Grounds Maintenance Worker, the job of Grounds Maintenance Worker/Applicator is done for the purposes of applying herbicides and pesticides in accordance with state regulations; overseeing the activities of other grounds personnel as assigned during spraying operations; performing the full range of journey level general and varied grounds maintenance and gardening duties at District sites; scheduling work assignments; and overseeing the activities of a grounds crew as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This job is distinguished from similar jobs by the following characteristics: The Grounds Maintenance Worker/Applicator is primarily responsible for carrying out the District's pesticide and herbicide application program, including overseeing the spraying activities of assigned grounds personnel conducting chemical application under this classification's certificate. Incumbents perform the full range of journey-level general and specialized grounds maintenance and gardening duties and are responsible for receiving instructions, scheduling work, carrying out assignments and providing information about work in progress. Positions in this class apply knowledge of horticultural practices and techniques for maintenance of plants and/or beautification of grounds and use a variety of small and medium-sized power and hand tools such as mowers, clippers, hedgers, edgers, string trimmers, blowers, brooms, rakes, shovels, hoes, sprayers and calibration equipment; and may oversee the activities of a crew on a larger grounds maintenance project over a period of several days. This class differs from the Grounds Maintenance Worker II which is the journey-level class in the series and is not required to obtain and maintain an applicator's certificate.

#### **ESSENTIAL FUNCTIONS**

- \* Applies pesticides for the purpose of controlling insects and weeds in accordance with the department's annual published schedule.
- \* Oversees spraying activity of other grounds personnel as assigned for the purpose of ensuring that they perform in accordance with applicable regulations of pesticide and herbicide application.
- \* Provides recommendations to the development of the departments' annual spraying schedule for the purpose of improving the schedule and ensuring efficient, safe and timely application of chemicals.
- \* Provides training to other grounds personnel in safe and required application of pesticides and herbicides to ensure conformance to current state and/or federal regulations.

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- \* Cleans grounds and landscaped areas and related spaces for the purpose of preventing flooding, removing hazards.
- \* Maintains/installs landscaping and sprinkler heads, etc. (e.g. lawns, shrubbery, flowers, ground cover, etc.) for the purpose of reducing erosion and preserving and presenting grounds in a healthy, attractive and safe condition.
- \* Prepares documentation (e.g. work orders, etc.) for the purpose of providing written record of work assigned and completed, and/or conveying information.
- \* Maintains grounds keeping equipment (e.g. hedgers, chain saws, blowers, mixers, etc.) for the purpose of ensuring availability of equipment in a safe operating condition.
- \* Prepares grounds (e.g. ball fields, courtyards, lawns, flower- beds, lining fields for athletic events, etc.) for the purpose of providing adequate, attractive and/or safe areas for competitive athletics, assemblies, and/or recreational activities.
- \* Communicates/coordinates with principals, coaches, athletic directors, students and public for the purpose of scheduling work, carrying out assignments, answering questions and providing information about work in progress.
- \* Applies asphalt sealer and cold patch asphalt (asphylic concrete material) for the purpose of repairing parking lots and on campus roads.
- \* Assists in the performance of other related duties as directed.

#### **JOB REQUIREMENTS: Minimum Qualifications Skills, Knowledge and Abilities**

SKILLS are required to perform multiple, non-technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in grounds maintenance; adhering to safety practices; handling hazardous materials; preparing and maintaining accurate records; and providing basic training and orientation to other grounds personnel in the proper use, application, and handling of pesticides and herbicides.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: methods of shrub, tree and lawn planting and care; herbicides, pesticides and other chemicals used in grounds maintenance and the proper techniques and methods for mixing,

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handling, and applying these substances; proper use and maintenance of tools and power equipment used in grounds maintenance; and health and safety regulations.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing specific, defined processes; and operate equipment using a variety of processes. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize a variety of job-related equipment. In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: providing work direction and guidance to assigned grounds maintenance personnel; provide training in the proper use, mixing, handling and application of herbicides, pesticides and other chemicals used in grounds maintenance; adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; working as part of a team; and working with frequent interruptions.

#### **Responsibility**

Responsibilities include: working under direct supervision using standardized routines; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is some opportunity to impact the Organization's services.

#### **Working Environment**

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally, the job requires 10% sitting, 80% walking and 10% standing. The job is performed under some temperature extremes, some hazardous conditions, and in varying atmospheric conditions and includes the handling, use and application of hazardous chemicals including pesticides and herbicides. This class works a Tuesday through Saturday schedule to ensure that application activities can regularly occur when school sites do not have students present.

#### **Experience**

Job related experience is required.

#### **Education**

High School diploma or equivalent

#### **Required Testing**

Pre-employment Proficiency Test

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**Certificates**

Valid California Class C driver's license

Qualified Applicator's Certificate when applying for position

**Continuing Education/Training**

Maintain Qualified Applicator's Certificate

**Clearances**

Completion of County Recycled Water Certificate

Criminal Justice Fingerprint/Background Clearance

TB Clearance