

MENDOCINO COUNTY GOVERNMENT CLASS SPECIFICATION

CLASS TITLE: GROUNDS MAINTENANCE TECHNICIAN I
DEPARTMENT: GENERAL SERVICES
REPORTS TO: BUILDING AND GROUNDS SUPERVISOR

CLASS CODE: 34085
FLSA STATUS: N
DATE: 02/00

JOB SUMMARY AND DISTINGUISHING FEATURES:

This class works under direct supervision and performs progressively responsible grounds maintenance duties at an entry level including mowing, watering, fertilizing, pruning and maintaining landscaped areas of the County parks, buildings, and facilities. Incumbents in this class work within a framework of standard policies and procedures.

ESSENTIAL JOB FUNCTIONS: (All responsibilities may not be performed by all incumbents.)

Maintains and repairs park facilities, grounds, etc. including: mowing, watering, and weed-eating grassy areas and trails; trimming and clearing dead wood, brush and trees; raking leaves and other plant debris; repairing damage caused by vandalism and reporting same to law enforcement officials; sweeping paved areas and parking lots; maintaining public garden; picking up trash and emptying trash containers; cleaning restroom facilities.

Applies fertilizer and pesticides to plants, trees, shrubs and lawns.

Operates a variety of power and hand tools utilized in ground maintenance activities.

Performs routine maintenance on various power or hand tools and equipment including lubricating, changing oil and sharpening.

Performs maintenance and routine repairs on irrigation and sprinkler systems.

Moves furniture and other items as assigned; may be assigned to run errands as necessary.

Maintains compost pile for use on grounds.

Supervises inmates, work release and community service individuals in the performance of grounds maintenance duties.

Repairs play equipment in parks.

Performs other related duties as assigned.

MATERIAL AND EQUIPMENT USED:

Lawn Mower(s)	Weedeater	Trimmers and Edgers	Leaf Blower
Vehicle(s)	Chain Saw	Hand Tools	Tractor

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

Level I:

High School diploma or GED; and,

A basic knowledge of materials, tools, and safety practices, and the ability to learn related job functions in order to perform a variety of related tasks under direct supervision; and

One to two years of progressively responsible related experience; or,

Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform

Licenses and Certifications:

Herbicide Applicator's License

Valid State Driver's License

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

Basic principles and practices of landscape maintenance, watering, pruning and fertilizing.

Basic landscape design.

Maintenance and repair of irrigation systems.

Safe working practices.

Skill in:

Using tact, discretion, initiative and independent judgment within established guidelines.

Maintaining and performing routine repairs on all assigned equipment.

Mental and Physical Abilities:

Ability to oversee the work of others.

Ability to read and interpret documents such as safety rules, operation and maintenance instructions, procedure manuals, and so forth.

Ability to deal with problems involving several concrete variables in standardized situations.

While performing the essential functions of this job the employee is frequently required to stand, walk, sit, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, speak and hear, and lift and/or move up to 50 pounds.

While performing the essential functions of this job the employee is occasionally required to lift and/or move more than 100 pounds.

Working Conditions:

While performing the essential functions of this position the employee is frequently exposed to wet or humid conditions, work near moving mechanical parts, work in high precarious places, fumes or airborne particles, toxic or caustic chemicals, and outdoor weather conditions.

The incumbent's working conditions are typically moderately loud.

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This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.