

# KYRENE SCHOOL DISTRICT, ARIZONA

## CLASS SPECIFICATION

### CLASS TITLE: Grounds Technician

<b>BAND</b>	<b>GRADE</b>	<b>SUBGRADE</b>
<b>B</b>	<b>2</b>	<b>1</b>
<b>DEPARTMENT:</b> Grounds	<b>ACCOUNTABLE TO:</b> Grounds Supervisor	<b>FLSA STATUS:</b> Non-exempt
<p><b>CLASS SUMMARY:</b> Incumbents are responsible for serving as a lead in grounds maintenance activities. Duties include: organizing and coordinating grounds crews; determining assignments; inspecting sprinkler systems to include checking settings, valves and heads; operating heavy equipment used in field maintenance construction; performing safety checks on playground equipment; inspecting grounds equipment and tools; operating large field mowers; evaluating the condition of turf areas, plants, trees and planter areas; and, performing the duties of the Groundskeeper.</p>		
<p><b>DISTINGUISHING CHARACTERISTICS:</b> The Grounds Technician is the second level in a four level grounds series. The Grounds Technician is distinguished from the Groundskeeper by its lead responsibilities and for its responsibilities in operating heavy equipment. The Grounds Technician is distinguished from the Grounds Specialist which is responsible for applying herbicides and is responsible for commercial sprinkler and irrigation systems.</p>		

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)	FRE-QUENCY	BAND/ GRADE
1.	Assists in grounds maintenance to include operating heavy equipment such as back-hoes, dump trucks, bob cats, trenchers, and other heavy equipment.	Daily	A1
2.	Performs mowing, weed-eating, and cleans parking lots and bike compounds.	Daily	A1
3.	Evaluates overall condition of grounds including turf, trees, plants, shrubs, and planter areas and determines work needed such as trimming, fertilizing, weeding, and irrigation.	Daily	A1
4.	Reviews work orders and determines what equipment and supplies are needed to perform job tasks.	Daily	A1

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5.	Organizes, coordinates, and serves as a lead for crews to include determination of job assignments, monitoring work, and ensuring safety.	Daily	A1/B2?
6.	Inspects grounds maintenance equipment such as mowers, weed-eaters, shears, trimmers, trucks, and trailers to ensure safety and proper maintenance.	Daily	A1
7.	Inspects sprinkler system, clock settings, and valves and heads.	Weekly	B2
8.	Conducts annual safety check on all playground equipment such as nuts, bolts, sharp edges, cracks, missing or damaged parts, and condition and depth of sand.	Annually	A1
9.	Performs other duties of a similar nature or level.	As Required	N/B

**Knowledge** (position requirements at entry):

Knowledge of:

- Turf management practices and techniques to include irrigation, fertilization, growth patterns of trees, shrubs, plants, and grass, and soil conditions;
- General mechanical knowledge;
- Occupational Safety and Health Administration rules and regulations and general safety practices in operating and maintaining grounds equipment.

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**Skills** (position requirements at entry):

Skill in:

- Operating, inspecting, and maintaining heavy equipment such as back-hoes, trenchers, dump trucks, bob cats, and front loader tractors;
- Operating, inspecting, and maintaining lighter grounds maintenance equipment such as mowers, weed-eaters, blowers, chain saws, and various hand tools;
- Maintaining and caring for plants, trees, shrubs, and turf to include analyzing soil and moisture content;
- Managing and supervising employees to include scheduling, instructing, safety training, problem solving, communicating in oral and written form, and various other personnel management duties;
- Interpreting written work orders to include estimating materials, personnel, time, and coordination of equipment and personnel;
- Landscape construction;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

**Training and Experience** (position requirements at entry):

High School Diploma or General Equivalency Diploma (G.E.D.) and two years of grounds maintenance experience, or any combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

**Licensing Requirements** (position requirements at entry):

- Valid Arizona Commercial Driver's License.

**Physical Requirements:**

Positions in this class typically require: standing, walking, lifting, grasping, talking, seeing, and repetitive motions.

Incumbents may be subjected to moving mechanical parts, vibrations, dusts, extreme temperatures, and intense noises.

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

**Classification History:**

Draft prepared by Fox Lawson and Associates LLC (ARK)

Date: 3/98