

**KYRENE SCHOOL DISTRICT**  
**CLASS SPECIFICATION**  
**GROUNDS SPECIALIST SENIOR**

<b><u>DEPARTMENT:</u></b>	<b><u>BAND/GRADE/SUBGRADE:</u></b>	<b><u>FLSA STATUS:</u></b>
Facilities & Operations	B/2/3	Nonexempt

<b><u>CLASS SUMMARY:</u></b>
<p>The Grounds Specialist Senior is the four level in a four level series. Incumbents are responsible for performing skilled grounds maintenance activities and performing oversight for the full range of grounds maintenance activities including serving as lead worker.</p> <p>Duties include organizing and coordinating grounds crews; determining assignments; inspecting sprinkler systems including 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>Some incumbents may act as lead worker, making work assignments and determining completion of work.</p> <p>The Grounds Specialist Senior is distinguished from other grounds maintenance classes in the focus on providing oversight for the full range of grounds maintenance activities.</p>

<b><u>ESSENTIAL DUTIES:</u></b>	<b><u>PERCENT OF TIME</u></b>	<b><u>BAND/ GRADE RATING</u></b>
This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.		
Provides overall leadership for control of pests, grounds maintenance activity including assigning work, resolving conflicts, monitoring the completion of work, monitoring day to day operations.	Daily 35%	B/3
Troubleshoots pest control, landscaping issues including sprinkler, irrigation, turf and plant problems.	Daily 20%	B/2
Purchases materials for pest control, landscape and other grounds related maintenance.	Daily 10%	B/2
Develops maintenance standards and policies and provides information to the District and organizations using District facilities.	Weekly 10%	B/2
Oversees contractors; assists with preparation of grounds budgets; monitors grounds expenditures; and meets with vendors to determine scope of work and materials and equipment needed for grounds projects.	Monthly 10%	B2
Performs other duties of a similar nature and level as assigned.	As Required	



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**Training And Experience:**

High School Diploma or GED and four year of grounds maintenance experience including commercial sprinkler and irrigation system experience is required; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

**Licensing/Certification Requirements:**

- AZ Commercial Driver's License;
- AZ Structural Pest Control License in Herbicides and/or Pesticides within 90 days of hire.

**Knowledge of:**

- Pertinent federal, state, and local laws, codes, rules, regulations, codes, and statutes;
- District policies, procedures, organization structure and school requirements;
- Grounds maintenance practices and landscaping including sports fields construction and installation of irrigation and sprinkler systems;
- General mechanics;
- Safety procedures.

**Skill in:**

- Working under pressure to meet timelines and handling multiple and changing priorities;
- Turf conditioning and maintenance;
- Methods and use of herbicides and pesticides;
- Use of heavy other grounds equipment and tools;
- Troubleshooting and repairing commercial sprinkler and irrigation systems;
- Repairing playground equipment and sandboxes;
- Providing leadership for staff;
- Establishing and maintaining harmonious working relationships with those contacted in the course of work; demonstrating tact, diplomacy and patience.



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**ADA and Other Requirements:**

Positions in this class typically require: stooping, kneeling, crouching, fingering, standing, walking, pushing, reaching, lifting, feeling, talking, hearing, seeing, and repetitive motions.

Incumbents may be subject to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, and intense noise.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

**Class History Information:**

Prepared by Fox Lawson & Associates 10.24.08

Updated by KSD 7.31.19

