

ISLA VISTA RECREATION AND PARK DISTRICT
GROUNDWORKER

(This position is full time and has regular schedule of 40 hours per week)

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties within the job.

DEFINITION

To perform a variety of routine duties involved in the planning, care, and maintenance of park, recreational grounds; and to perform special projects as required.

DISTINGUISHING CHARACTERISTICS

This is the entry-level position. This class is distinguished from the Grounds Lead by the performance of the more routine task and duties. Since this class is an entry-level class, employees may have only limited related work experience.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from higher-level maintenance staff. Exercise supervision over community service work-study students, volunteers, and SWAP workers

ESSENTIAL FUNCTIONS STATEMENT - Essential duties may include, but are not limited to, the following:

Essential Functions:

1. Participate in a variety of park, and grounds maintenance duties including trimming shrubs, pulling weeds, mowing and edging lawns, raking recreation areas, watering plants and trees and sweeping.
2. Maintain and renovate turf areas.
3. Prepare reports on safety inspections.
4. Maintain records on preventative maintenance inspections and repairs of District equipment.
5. Inspect playground equipment and remove possible hazards to ensure safety.
6. Pick up litter from grounds and empty trash containers throughout parks and recreation areas.
7. Patrol and inspect parks to ensure safety of the public; note potential safety hazards; review with supervisor for appropriate action.
8. Assist in the installation of park improvements.
9. Inspect, maintain, and repair playground equipment.
10. Participate in pest control operations as needed and with proper authority.

11. Assist in preparing for District special projects and events.
12. Assist with cleaning projects as needed.
13. Clean and stock park bathrooms.
14. Participate in setting forms, mixing, pouring, and finishing concrete.
15. Participate in the installation and maintenance of irrigation systems.
16. Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

1. Basic techniques of lawn and garden care.
2. Organic gardening techniques.
3. Basic safety practices.

Ability to:

1. Learn the care, operation, and maintenance of a variety of power tools and equipment.
2. Learn the principles and practices of plant maintenance including the pruning and trimming of a variety of shrubs.
3. Learn proper watering techniques as applied to individual plant life.
4. Operate a bicycle safely.
5. Observe safety hazards and to react accordingly.
6. Understand and follow oral and written instructions.
7. Communicate clearly and concisely, both orally and in writing.
8. Establish and maintain effective working relationships with those contacted in the course of work.
9. Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:
 - A. Walking and standing for extended periods of time
 - B. Operating assigned maintenance equipment
10. Maintain effective audio-visual discrimination and perception needed for:
 - A. Making observations
 - B. Communicating with others
 - C. Operating assigned maintenance equipment and vehicles.

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain knowledge and abilities would be:

Experience:

One year of grounds work experience is desirable but not necessary.

Training:

Formal or informal education or training, which ensures the ability to read and write at a level necessary for successful job performance, supplemented by, specialized training in maintenance.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid class "C" driver's license.

WORKING CONDITIONS

Environmental Conditions:

Office/field environment; exposure to inclement weather conditions.

Physical Conditions:

Positions in this class require frequent lifting/carrying objects weighing up to 25 pounds, and occasionally weighing up to 50 pounds, stooping, kneeling, crouching and crawling to work close to the ground; handling and reaching, using tools and equipment.

CAREER PATH

Grounds Lead

Grounds Supervisor

Assistant General Manager