

Classification and Qualification STANDARDS

Lead Groundsworker

Class Code: 0726

Date Revised: 04-01-2005

FLSA: Non-Exempt

Classification Standard Reformatted: 03-01-2014

OVERVIEW:

Under general supervision, the Lead Groundsworker oversees the work of five to ten employees engaged in general gardening and grounds maintenance work in assigned areas of the campus grounds; or oversees and assists in the work of two to five employees engaged in more specialized work such as in athletic field maintenance; or oversees and assists a crew of more than ten employees engaged in grounds projects such as planting major flower or shrub areas, laying sprinkler systems, or laying concrete and asphalt.

This classification is distinguished from other general or specialized grounds classifications primarily by the performance of lead duties requiring abilities in planning, training, coordinating and inspecting the work of others and from the Groundsworker classification by the greater technical knowledge of horticultural methods and materials and plants required.

TYPICAL ACTIVITIES:

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this classification.

Lead Groundsworkers typically perform work involving some or all of the following duties: oversee and work with a crew of grounds employees and students engaged in planting, cultivating, fertilizing, watering, and spraying ornamental plants, shrubs, hedges, trees, lawns, and flowers or other grounds maintenance work in an assigned area of a campus; or oversee and assist a crew of more than ten employees who are taken from their normal assignment to work on major grounds projects such as resodding, installation of sprinkler systems, campuswide pruning, major campus landscaping projects or graduation setup; may oversee and assist a crew of grounds employees and students engaged in grounds activities of a general nature such as construction of flower beds, maintenance of drainage systems, resurfacing of athletic fields and facilities, removal of brush and trees, collection of trash and laying of concrete and asphalt; assign work to others according to well established guidelines and procedures; inspect completed work; assist in the selection of Groundsworkers; train and evaluate employees; keep records and make reports of work completed; may drive pick-ups and other automotive equipment in the performance of assigned duties; requisition supplies and equipment necessary to maintain the landscape; and may perform specialized grounds maintenance work such as spraying, irrigation system repair, or nursery work in an assigned area of a campus on an occasional basis.

MINIMUM QUALIFICATIONS:

Knowledge:

Thorough knowledge of methods, materials, and tools and equipment used in planting, cultivating, and caring for flowers, shrubs, lawns, and trees. General knowledge of common plant diseases, pests, and weeds; approved methods and materials used in their control and eradication, horticultural methods and materials; and planting and growing requirements of plants commonly grown in California.

Abilities:

Ability to lay out, coordinate, and oversee the work of others; provide training, interpret policies and explain methods and procedures; inspect and evaluate the work of others; read and write at a level appropriate to the duties of the position; and perform general gardening and grounds maintenance work.

Experience:

Two years of experience in planting, cultivating and maintaining flowers and shrubs, or in general grounds maintenance work.

License:

Some positions may require possession of a valid California driver's license.