

MAINTENANCE SPECIALIST - GROUNDS**DEFINITION**

Under direction, performs a wide range of skilled grounds maintenance duties , such as mowing, sweeping, trenching, planting, weeding, irrigating, and pruning; performs difficult and specialized duties such as maintaining undeveloped and rugged terrain, planning and preparing fire breaks, and removing snow; installs and maintains irrigation systems, including drip and other nontraditional systems necessary for uneven terrain; applies herbicides and pesticides; operates a variety of specialized grounds maintenance equipment, including snow removal equipment; may coordinate and perform light construction projects related to the development of an outdoor area for public use; prepare athletic fields, multi-purpose sports complex, grounds and parking lots for scheduled events and performs related work as assigned.

DISTINGUISHING CHARACTERISTICS

This is the full working level class of the Grounds Maintenance Series within the Yosemite Community College District (YCCD). Incumbents in this class perform specialized grounds maintenance duties in support of college programs, athletics fields, and childcare facilities. Duties may include standard activities such as mowing and edging large lawn areas and athletic fields, weeding planted areas, pruning trees and shrubs, maintaining sprinkler systems, and spraying herbicides and pesticides. Incumbents also perform the most difficult grounds maintenance duties, prepare multi-purpose sports complex, grounds and parking lots for scheduled events. Specialized duties may include the maintenance of athletic fields, childcare facilities, undeveloped and rugged terrain, the planning and preparation of fire breaks, the removal of snow, and the installation of drip and other non-traditional irrigation systems. Incumbents may also coordinate and perform light construction projects related to the development of an outdoor area for public use.

This class can be distinguished from the lower-level class of Grounds Maintenance Technician because that class is the journey level where incumbents perform the full range of standard grounds maintenance duties.

SUPERVISION RECEIVED AND EXERCISED

Incumbents in this class work under the direction of a manager, working alone on routine or regular work assignments and checking in with the lead or supervisor on non-routine assignments or when in doubt as to the correct procedure to follow.

An incumbent in this class does not directly supervise other full-time employees.,

ESSENTIAL DUTIES

- Plans, a variety of grounds keeping and maintenance duties involving a wide range of campus facilities; performs complex grounds maintenance duties including those related to the maintenance of athletic fields, childcare facilities, large areas of undeveloped and rugged terrain.
- Assist Athletics with heavy set-ups for overtime events.
- Prepare, maintain, and paint athletic fields. Monitor the condition of athletic fields to ensure quality.
- Program and control athletic field line marking equipment.
- Smooths and levels athletic fields.

- Assists with light construction projects related to the development of an outdoor area for public use; clears brush and trees; levels and paves area.
- Installs/repairs landscape pipes and control valves, fittings and a variety of landscape devices.
- Evaluates fire risks in undeveloped areas; plans and prepares fire breaks to minimize fire spread; digs trenches and clears vegetation.
- Operates snow removal equipment; monitors snow loads and implements mitigation efforts to minimize damage to plants and outdoor landscaping; considers snow tolerance when choosing and planting new vegetation.
- Installs and maintains sprinkler and other irrigation systems, including drip and other nontraditional irrigation systems due to uneven terrain; maintains landscape backflow valves and other safety equipment.
- Mows large fields; edges and trims grass areas as needed; applies fertilizers and herbicides; refurbishes damaged areas.
- Sweeps or blows off large areas of asphalt and concrete; picks up trash and litter.
- Weeds and maintains planter beds and borders; fills, levels, fertilizes and otherwise prepares areas for planting; spreads bark and/or other surface treatments.
- Plants a variety of items including annuals, perennials, shrubs and trees.
- Trims and prunes trees and shrubs using hand tools and specialized high lift equipment as needed; coordinates difficult tree and other plant removal as needed.
- Establishes and maintains sprinkler and irrigation schedules; monitors landscaping for irrigation issues and troubleshoots/resolves problems.
- Digs trenches for irrigation systems, gas lines, electrical lines and other purposes; back fills trenches after lines are laid.
- Assists in preparing areas for concrete pours; sets forms and places reinforcement materials; finishes concrete to a smooth or broom finish.
- Applies herbicide and pesticide sprays for weed and insect control.
- Operates a variety of gasoline and electric grounds keeping equipment including but not limited to large mowers, aerial lifts, forklifts, weed eaters, blowers, edgers, chainsaws, aerators, seeders, cultivators, trenchers, tillers, post hole diggers, spreaders, jackhammers, mixers, chippers, power washers, tractors, backhoe and sweeper vehicle.
- Operates small manual and power tools; performs preventive and basic maintenance, making minor repairs and adjustments as needed.
- Maintains basic records; monitors supply and equipment inventories; coordinates purchases with vendors and other sources.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The Education/Experience, Knowledge and Ability requirements are representative of essential duties. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of the position.

Education and Experience:

- **Pattern I**
 - **Experience:** One year equivalent to a Grounds Maintenance Technician in YCCD.

OR

• **Pattern II**

- **Education: Possession** of a High School diploma or GED.
- **Experience: Three** years performing grounds maintenance duties that required the operation of large grounds equipment, tree trimming and repair, and the repair/maintenance of irrigations systems. Some experience maintaining large areas of undeveloped terrain is preferred.

Knowledge of:

- Methods, techniques, supplies, materials and equipment utilized in facilities and grounds maintenance, landscaping, and beautification, including those pertaining to athletic fields, childcare facilities, fire protection, snow removal, and the maintenance of undeveloped areas.
- Tools, equipment, procedures, practices and techniques required to repair and maintain a variety of grounds equipment.
- Sprinkling and irrigation systems, landscaping, common trees and shrubs, as well as symptoms of plant diseases and pest infestation. Common fertilizers, insecticides and herbicides.
- Athletic field dimensions.
- Safe working methods and procedures.
- Occupational hazards and standard safety procedures.
- Pertinent Federal, State and local laws, codes and regulations.

Ability to:

- Drive a service vehicle to and from work sites.
- Operate a variety of manual and motorized tools.
- Accurately estimate time and materials costs.
- Perform complex and technical grounds maintenance tasks, including those pertaining to athletics field maintenance, rough terrain, fire protection, snow removal and maintaining undeveloped areas.
- Maintain and prepare needed records and reports.
- Skillfully and effectively operate a variety of grounds maintenance equipment and tools.
- Plan preventive maintenance programs and activities.
- Perform moderately heavy manual activities.
- Interpret blueprints, landscape plans, drawings, schematics and other technical publications.
- Troubleshoot and diagnose repair needs of all power equipment.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work

LICENSES AND CERTIFICATES:

- A valid license to drive in California is required.

PHYSICAL AND MENTAL STANDARDS:

- **Mobility:** full range of motion in upper and lower extremities; ability to ascend and descend ladders, stairs, scaffolding, and ramps; walk or stand for extended periods.
- **Dexterity:** manual dexterity to operate equipment and use hand tools, and handle and work with various materials and objects.
- **Lifting:** frequently lift, carry, push, pull, or otherwise move objects up to 50 pounds; occasionally life objects up to 75 pounds.

- **Visual Requirements:** close vision sufficient to perform gardening tasks and read labels and documents; ability to adjust focus frequently.
- **Hearing/Talking:** ability to hear normal speech, speak and hear on the telephone, and speak in person.
- **Emotional/Psychological Factors:** frequent contact with others including some public contact.

TYPICAL WORKING CONDITIONS

- Work is generally performed in an outdoor field environment. Duties may require exposure to heat, cold, noise, dust, grease, smoke, fumes, gases, and inclement weather conditions.

Class Adopted: 03/01/09

Class Amended: ~~XX-XX-XX~~