

East Side Union High School District

JOB TITLE: Gardener Lead

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES

To serve as lead person and to perform general grounds maintenance and gardening work for a gardening crew. Employees in this classification receive limited supervision within a framework of standard policies and procedures. Employees in this job class direct and coordinate the work of others in a lead capacity. This job class performs a variety of general grounds, gardening, and maintenance duties in the upkeep of assigned school site(s) and related areas and functions at lead level of classification.

SUPERVISOR: School/District Administrator

TYPICAL DUTIES

Performs responsible gardening/groundskeeping functions at assigned site, and acts as a lead person for assigned gardening/groundskeeping crew; plans and assigns work schedules and inspects completed work for compliance to instructions and standards

Plants, cultivates, prunes, shapes, trims, waters, and sprays trees, shrubs, hedges, and plants

Plants, fertilizes, waters, mows, and cares for lawns

Operates hand and power tools and equipment including power mowers, edgers, trimmers, blowers, and other grounds maintenance equipment/tools

Uses hand tools to work soil and to remove weeds, undergrowth, and debris from school grounds and landscaped areas

Keeps school grounds clean; operates backpack blower and picks up paper, rubbish, and other debris

Hoes and rakes weeds, leaves, and grass clippings

ESUHSD: Gardener Lead

Mixes and applies pesticides and herbicides to grounds and garden areas for pest/weed control purposes

Installs, maintains, and repairs sprinklers and sprinkler systems including sprinkler heads, lines, valves, and controllers

Mows, drags, burns, chalks, lines, and marks athletic fields for scheduled events

Maintains hoses, supplies, and tools in proper condition and repair

Performs minor service and repair work on groundskeeping equipment such as mowers, edgers, sprayers, backpack blowers, trimmers, and saws

Cleans and clears debris from drains

Assists with minor maintenance and general custodial work as assigned

Picks up/delivers supplies as assigned

Performs related duties as required

EMPLOYMENT STANDARDS

Possession of a safe driving record

Possession of a valid and appropriate California Driver's License

Knowledge of groundskeeping and gardening methods and practices

Knowledge of the safe use, maintenance, and operation of groundskeeping tools, power equipment, and sprinkler system

Knowledge of the safe use and application of pesticides and herbicides for pest/weed control purposes

Ability to direct and coordinate the work of a gardening/groundskeeping crew

Ability to effectively and safely use hand and power tools associated with groundskeeping and gardening work

Ability to repair and install sprinklers and sprinkler systems

Ability to perform minor maintenance and repair work on a variety of groundskeeping equipment

Ability to understand and follow both oral and written instructions

Ability to read and write at a level necessary to perform required duties successfully

Ability to read and interpret basic blueprints and landscaping plans

Ability to meet the physical requirements necessary to safely and effectively perform required duties

Ability to establish and maintain effective work relationships with those contacted in the performance of required duties

Creation date: 10/85