

GROUNDS MAINTENANCE EQUIPMENT OPERATOR

JOB SUMMARY

The Grounds Maintenance Equipment Operator operates a ride-on or tractor mower to mow lawns and athletic fields. Grounds Maintenance Equipment Operators also construct and maintain landscaped areas, parking lots, building pads and service roads; demolish existing structures, clear an area in preparation for additional work; ensure availability of items to complete projects on time; and assist others in coordinating work flow and ensuring safety of workers. Positions in this class apply knowledge of the operation and maintenance equipment used for the beautification, construction and maintenance of grounds and properties.

REPRESENTATIVE DUTIES

The position description describes the general nature of work performed.

ESSENTIAL FUNCTIONS

- Operates a ride-on or tractor mower to mow lawns and athletic fields.
- Operates grounds maintenance equipment (e.g., skip loader, Bob Cat, fork lifts, backhoe, gang mowers, tractors, dump trucks, sweeper). to construct and maintain landscaped areas, fences, parking lots, building pads and service roads.
- Operates hydraulically-actuated and tractor-powered attachments to excavate and move earth, asphalt, and concrete, clear land and remove heavy debris, load debris and trash, grade, dig holes and trenches, demolish existing structures and to clear an area in preparation for additional work.
- Cuts and digs drain ditches, back fills, sprinkler trenches, and fence post holes to install, repair, improve and maintain landscaped areas and fields in a safe and clean condition.
- Drives truck and trailer combination unit used in hauling tractors and other heavy equipment to and from work sites to assist the Maintenance Department in carrying out their projects and/or in fulfilling work orders.
- Performs routine maintenance on tractor and attachments, making minor repairs and adjustments as necessary.
- Receives work orders, prepares logs and maintains records.
- Works with grounds work crews as assigned so that work flow can be coordinated and safely completed.
- May perform concrete work (e.g., setting forms, pouring, finishing).
- Performs other job-related duties as assigned.

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

KNOWLEDGE OF:

- The operation, maintenance and repair of a variety of equipment including power mowers, dump trucks, backhoes, skip loaders, forklifts, jackhammers and other related equipment.
- Methods, materials, tools used in the operation of large power equipment used in grounds maintenance and construction work.
- Methods used in lawn planting and mowing, and in caring for plants, shrubs, flowers, trees and

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lawns.

- Health and safety regulations.
- Proper lifting techniques.
- Chemicals used in grounds maintenance.
- Basic math, including calculations using fractions, percent and ratios.

ABILITY TO:

- Safely operate, maintain and make minor repairs to a variety of equipment including power mowers, dump truck, backhoe, skip loader, forklift, jackhammer and other related equipment.
- Apply methods, materials, tools and operation of large power equipment used in grounds maintenance and construction work.
- Operate equipment to mow lawns and athletic fields, excavate and move earth, asphalt, concrete and heavy debris, to transport grounds maintenance materials, and to clear areas and demolish structures.
- Follow health and safety regulations.
- Use proper lifting techniques.
- Read directions to operate, maintain, and make minor repairs to equipment.
- Perform calculations using fractions, percent and ratios that are used in grounds maintenance.
- Plan and organize tasks.
- Work with minimal supervision.
- Establish and maintain effective working relationships with others.
- Solve problems related to equipment operation and associated tasks.
- Understand and follow oral and written directions.
- Prepare accurate records and logs.

EDUCATION AND EXPERIENCE

Job-related education necessary to perform the essential job duties is typically consistent with graduation from high school or equivalent. Journey-level experience in grounds maintenance, preferably in a school, industrial, or commercial setting where knowledge of methods, materials and equipment used in grounds maintenance has been acquired. Experience operating equipment and tools in grounds maintenance. Job-related experience with increasing levels of responsibility is required.

DISTINGUISHING CHARACTERISTICS

The Grounds Maintenance Equipment Operator operates grounds maintenance equipment requiring a California Commercial driver license. Positions in this class apply knowledge of the operation and maintenance equipment used for the beautification, construction and maintenance of grounds and properties.

Differentiation between Grounds Maintenance Equipment Operator and positions above and below are distinguished as follows:

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The **Lead Grounds Maintenance Worker** provides day-to-day work direction to a crew of entry and journey level Grounds Maintenance Workers.

The **Grounds Maintenance Worker II** performs journey level grounds maintenance work. The operation of equipment requires a Class C California driver license.

REQUIRED TESTING

Pre-employment testing and assessment is required to demonstrate the minimum qualifications for the position.

LICENSING AND CERTIFICATION REQUIREMENTS

Valid California Commercial Driver License (e.g. Class A or Class B); DMV Air Brake Endorsement and a record of driving history issued by the California DMV on its Form H-6 less than 30 days prior to applying for the position. The record must be submitted at the time of application. Employees hired in this classification will be enrolled in the DMV Employee Pull Notice program. The district will receive a driver record report at least once every twelve (12) months or when any subsequent conviction, failure to appear, accident, driver's license suspension, revocation, or any other action is taken against the employee's driving privilege during employment.

CONTINUING EDUCATION AND TRAINING

Maintain DMV Air Brake Endorsement; participate in ongoing job-related training as needed.

CLEARANCES

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.

WORKING ENVIRONMENT

The usual and customary methods of performing the job's functions requires the following physical demands outlined below. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

Physical Demands Frequency Definitions Based on an 8-Hour Day:

Seldom = 1-10% (<45 minutes)

Occasionally = 11-33% (up to 3 hours)

Frequently = 34-66% (up to 6 hours)

Continuously = 67-100% (more than 6 hours)

Seldom	Lifting and carrying up to 50 lbs. at knee and waist height, up to 15 feet, reach at or above shoulder level; crawling; balancing; climbing, keyboarding
Seldom/Occasionally	Kneeling, bending, squatting; lifting
Occasionally	lifting and carrying up to 40 lbs. up to 100 feet, carrying up to 50 lbs. up

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Occasionally/Frequently	to 10 feet; reach below shoulder level
Frequently	Twisting; fine finger dexterity
	Sitting for periods of time while operating equipment, using foot and hand controls, neck flexation/rotation

AUDITORY OR VISUAL REQUIREMENTS

Ability to respond to safety buzzers, communicate with coworkers and staff, operate vehicles safely.
Ability to see near, distant, color, depth and peripherally

ENVIRONMENTAL CONDITIONS

Ability to operate a motor vehicle requiring a Commercial driver license, work near hazardous equipment/machinery, walk on uneven ground, tolerate exposure to dust, gas, fumes, dust/dirt, odors, noise (required to wear ear protection), vibration, extremes in temperature and humidity, biohazard materials such as sewage, work at heights.