

HEAD GROUNDSKEEPER

DISTINGUISHING FEATURES OF THE CLASS: This is routine direction and participatory work involving responsibility for the care and upkeep of grounds, recreation areas and outside equipment in a school system setting. The incumbent of this position actively participates in the groundskeeping operation, including the operation of motor-powered equipment as required. The work is performed under the general supervision of an administrator or supervisor and direction is exercised over a number of groundskeepers and laborers. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Routinely inspects District properties for unusual conditions to insure the safety of property users and to spot needed care or work;
Directs and participates in the laying out and maintenance of ballfields, track and field courses and other recreational facilities;
Establishes and participates in a preventive maintenance program for grounds and grounds maintenance equipment;
Evaluates existing program and future needs and makes recommendations to superior;
Assigns, directs and participates in the evaluation of all groundskeeping personnel;
Helps to train grounds maintenance personnel in proper maintenance routines and procedures;
Directs plowing and shoveling of snow;
Recommends supply and equipment acquisition needs to superior;
Maintains records and makes oral and written reports;
Plants, feeds and trims trees and bushes;
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of ground maintenance methods, materials and equipment; good knowledge of the care and propagation of flowers and shrubs; good knowledge of the layout and care of athletic fields and recreation areas; ability to plan and schedule work for groundskeeping employees; ability to understand and expedite moderately complex oral and written instructions.

MINIMUM QUALIFICATIONS:

- a) Graduation from high school or possession of a comparable diploma and five (5) years experience in grounds or recreation field maintenance or related work; or
- b) Seven (7) years experience in grounds or recreation field maintenance or related work; or
- c) An acceptable combination of training and experience as indicated above.