

## Sweetwater Union High School District

### GARDENER

#### **Purpose Statement**

The job of Gardener is done for the purpose/s of maintaining attractive grounds area/s; ensuring the availability of required equipment; protecting against erosion; maintaining grounds for assemblies and/or recreational activities; ensuring assignments are completed in a safe, proper and timely manner and directing assigned workers.

#### **Essential Functions**

- Mows, edges, trims, and waters lawns, fields and other turf grounds; prepares and fertilizes soil; waters various grounds areas by hand or by operating the irrigation system; makes minor repairs and assures proper operation of irrigation systems; and inspects drains for the purpose of providing adequate, attractive and safe areas.
- Plants and tends various landscaping materials (e.g. cultivates, prunes, sprays, fertilizes flowers, trees, grass and shrubs, etc.) for the purpose of keeping the areas attractive and for protection against erosion.
- Prepares grounds and athletic fields (e.g. assemblies, graduation, ball fields, courtyards, flower beds, etc.) for the purpose of providing adequate, attractive and safe areas for assemblies, athletic events and/or recreational activities.
- Applies pest control methods and prepares related reports for the purpose of eradicating weeds, rodents, and other pests according to established procedures.
- Cleans landscaped areas and related items (e.g. storm drains, litter, etc.) for the purpose of preventing flooding and removing hazards.
- Evaluates landscaped areas, equipment, sprinkler systems and grounds (e.g. school grounds, athletic fields, parking areas, etc.) for the purpose of identifying repairs and/or replacement needs, maintain schedules and preventing erosion.
- Maintains tools and equipment for the purpose of ensuring items are in safe working conditions.
- Coordinates with site, administration and athletic coaches for the purpose of adjusting irrigation schedules, field preparation, etc.
- Estimates materials and/or equipment needed to complete work projects for the purpose of ensuring timely completion of projects.
- Prepares documentation (e.g. work orders, equipment requisition forms, etc.) for the purpose of providing written support and/or conveying information.
- Responds to emergency situations for the purpose of resolving immediate safety concerns.
- Transports various items (e.g. plants, tools, equipment, supplies, etc.) for the purpose of ensuring the availability of materials required at job site.

#### **Other Functions**

- Performs other related duties, as assigned, for the purpose of ensuring an efficient and effective work environment.

#### **Job Requirements: Minimum Qualifications**

##### **Skills, Knowledge and Abilities**

SKILLS are required to perform multiple, non-technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include:

operating equipment used in grounds and landscape management including motor powered equipment, common tools, etc.; and adhering to safety practices.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: methods of industrial cleaning; safety practices and procedures; health standards and hazards; pesticide, herbicide and fertilizer application, rates and regulations; and computerized irrigation timing systems.

ABILITY is required to schedule activities; gather and/or collate data; and consider a number of factors when using equipment. Flexibility is required to work with others; work with data utilizing defined and similar processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a wide diversity of individuals; work with a variety of data; and utilize a variety of job-related equipment. In working with others, Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; and working with constant interruptions.

### **Responsibility**

Responsibilities include: working under limited supervision using standardized practices and/or methods; providing information and/or advising others; and tracking budget expenditures. Utilization of resources from other work units may be required to perform the job's functions. There is some opportunity to impact the Organization's services.

### **Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; some climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 20% sitting, 40% walking, and 40% standing. The job is performed under some temperature extremes and some hazardous conditions.

### **Education/Experience**

Any combination equivalent to High School diploma or equivalent and one year of gardening experience.

### **Required Testing**

Pre-employment Proficiency Test

### **Certificates**

Valid Driver's License & Evidence of Insurability

### **Continuing Educ./Training**

None Specified

### **Clearances**

Criminal Justice Fingerprint/Background Clearance

*The Sweetwater Union High School District does not discriminate with regard to sex, race, religion, color, national origin, ancestry/ethnicity, marital or parental status, age, physical or mental disability, sexual orientation or any other unlawful consideration. SUHSD Board Policy #2224*