

CALAVERAS UNIFIED SCHOOL DISTRICT
3304 B Highway 12 - P. O. Box 788
San Andreas, CA 95249
209/754-2300

JOB TITLE: Gardener
WORK YEAR: 260-Day

JOB DESCRIPTION: Under the general supervision of the Maintenance and Operations Supervisor, to perform the skilled operation of powered ground maintenance equipment, including mowers, tractors, trucks, trimmers, edger's, etc.; to perform grounds maintenance work; and to perform related work as required.

ESSENTIAL JOB TASKS:

1. Equipment operation: tractors, trucks, large mowers, chain saws, power edgers, power trimmers and other grounds maintenance and construction equipment. Uses tractor attachment as the job demands, Operates district vehicles.
2. Equipment maintenance: Services and makes repairs to the grounds equipment as needed. Sharpens lawn and garden tools, including lawn mower blades.
3. Irrigation: Perform duties in the installation and repair of the school's irrigation systems, including irrigation control clocks. Maintain and troubleshoot low voltage irrigation control electrical systems.
4. Maintain records of purchase, service and parts of all equipments used in the service of grounds maintenance.
5. Grounds maintenance: Planting, pruning of trees/shrubs, weeding, re-planting, grounds clean-up, general landscaping. Fills, levels, rolls, smoothes and prepares ground for planting of lawns, shrubs, and trees. Hauls dirt, trash, manure and other materials. Mows lawns and fields as needed.
6. Herbicide/Pesticide/Fertilizer applications: Mixes and applies chemicals used for weed control. Uses power spray rig to spray herbicides and pesticides. Fertilizes lawns using and mixing chemicals. Posting of warning when needed.
7. Report needed repairs and maintenance to the supervisor at least weekly.
8. Is required to drive district vehicles and load, properly secure, and unload equipment. Wash district vehicle and equipment as needed.
9. Sweep walks and pick up paper.

KNOWLEDGE/SKILLS/ABILITIES:

1. Knowledge of:
 - * Operation, use and maintenance of powered grounds equipment, tractors, and attachments.
 - * Basic horticultural methods.
 - * Methods, materials and tools used in grounds keeping work.
 - * Basic installation methods and maintenance of sprinkler systems.
 - * Operation of irrigation control clocks and systems.

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* Safety regulations and procedures related to the operation of machinery and the use of hazardous materials, i.e., sprays and insecticides.

2. Ability to:

- * Understand and carry out written instructions.
- * Perform grounds equipment operation work, including the operation of tractors, trucks, power gang mowers and attachments.
- * Perform general grounds keeping work.
- * Lift and move equipment, plants and materials utilizing proper physical safety measures.
- * Use herbicides, pesticides and fertilizers in an appropriate and safe manner.
- * Make decisions and act quickly in potentially hazardous situations.
- * Operate a vehicle observing legal and defensive driving practices.
- * Establish and maintain effective working relationships with those contacted in the course of work.
- * Troubleshoot low voltage irrigation electrical systems.
- * Administer basic first aid to self.
- * Pass a physical for the position.

3. A High School diploma or equivalent.

4. Six (6) months or more of ground maintenance with courses in horticulture desirable.

5. Possession of a valid California Driver's License with proof of insurance

SALARY: **Placement on the CSEA Salary Schedule, Range F**

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.), and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Board Approved: 11/16/2010