

SAN JOSE UNIFIED SCHOOL DISTRICT

I. **Title** Groundskeeper II

II. **Definition**

Under general supervision, to perform routine grounds maintenance, and gardening work in a middle school, high school or corporation yard; and to do related work consistent with the job description.

III. **Examples of Duties**

Cultivates, waters and trims shrubs, hedges and trees; keeps hoses, supplies and tools in proper condition; operates and maintains sweeper and other equipment; assists in spraying shrubs, trees and lawns; assists in the planting, transplanting and fertilizing of plants and shrubs; uses hand-tools to work soil and to remove weeds, undergrowth and debris from school grounds and landscaped areas; sweeps walks and driveways and picks up paper and rubbish; may assist in the installation and repair of sprinkler systems; cleans and replaces sprinkler heads; may assist in custodial duties as needed; keeps records of mileage, fuel, oil, and prepares reports of driving hazards, incidents and other District reports and records as required.

IV. **Distinguishing Characteristics**

Persons in this classification may line and drag sports areas; operate tractor, and other motorized equipment. They have the prime responsibility for a secondary school grounds or work as relief groundsmen.

V. **Employment Standards**

A. **Knowledge of:**

Basic methods used in planting, cultivating and caring for lawns, shrubs;

Gardening materials, tools and equipment, their use and care.

B. **Ability to:**

Perform general gardening and groundskeeping work;

Relate to students in a warm and caring manner;

Repair and maintain gardening tools and equipment;

Understand and carry out oral and written directions;

Perform heavy manual labor;

Meet the public tactfully and courteously and establish and maintain cooperative and effective working relationships;

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Perform heavy manual labor;

Read and understand directions in use of chemicals and solutions, especially those which could be dangerous to a person's health.

C. Education/Training/Experience:

Completion of 10th grade or equivalent or any combination of education, experience and training which meets or exceeds the standards of knowledge, skills and abilities listed above, and one year experience a Groundskeeper I.

D. Licenses/Certificates:

Valid California Driver's License.

VI. Specific Qualifications

Must pass District promotional test requirements.

Date 7/85

Range 22a

Position Code GK2

JBD:cf