

## **GROUPS EQUIPMENT REPAIRPERSON/OPERATOR**

### **BASIC FUNCTION**

Maintains and repairs grounds equipment; operates variety of grounds equipment including riding mowers, lawn sweepers, back hoes, and tractors.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from assigned area supervisor. May provide lead direction to temporary staff and/or student workers.

### **CLASS CHARACTERISTICS**

This classification in the Groundskeeper series is responsible for performing skilled maintenance and repair duties on District grounds and related equipment and performs general groundskeeping work. Employees at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the department.

### **EXAMPLES OF TYPICAL JOB FUNCTIONS**

1. Performs preventive maintenance on all grounds equipment.
2. Makes or obtains all necessary repairs on all grounds equipment, including, but not limited to, sharpening blades, rebuilding or replacing engines, welding, and repairing equipment frames, wheels, etc.
3. Operates grounds equipment including riding mowers, sweepers, backhoes, tractors, and other grounds maintenance equipment.
4. Performs groundskeeping duties when not engaged in maintenance, repair, or operation of equipment or other work as directed; and reports and secures safety hazards.
5. Instructs grounds personnel in proper and safe operation of all grounds care equipment.
6. Maintains a friendly, supportive atmosphere for students, staff, faculty, and the public.
7. Observes safe work methods and makes appropriate use of related safety equipment as required.
8. Maintains work areas in a clean and orderly condition, including securing equipment at the close of the workday; performs event setups.
9. Participates in District-provided in-service training programs.
10. Performs other related duties as assigned; specific duties not listed does not exclude them for this classification if the work is similar or related.

### **QUALIFICATIONS**

#### **Knowledge of:**

1. Basic gardening procedures.
2. Principles, practices, methods, equipment, materials, and tools used in grounds maintenance.
3. Methods and techniques for cultivating, fertilizing, watering, and spraying of flowers, trees, and shrubs.
4. Safe operation and routine maintenance of power and hand tools used in grounds maintenance.
5. Proper use and application of pesticides, herbicides, and fertilizers.

6. Occupational hazards and safety equipment and practices related to the work.
7. Safe work practices, including safe driving rules and practices.
8. Basic arithmetic.

**Ability to:**

1. Perform a variety of grounds maintenance duties in the beautification of assigned grounds.
2. Skillfully and safely operate a variety of power and hand tools used in grounds maintenance.
3. Perform basic preventative maintenance of equipment and tools.
4. Troubleshoot minor maintenance problems and determine materials and supplies required for repairs and projects.
5. Understand and follow oral and written instructions.
6. Maintain accurate records.
7. Make accurate arithmetic calculations.
8. Effectively use computer systems, software applications relevant to work performed, and business equipment to perform a variety of work tasks.
9. Communicate effectively in the course of performing work tasks.
10. Establish, maintain, and foster effective working relationships with those contacted in the course of work.
11. Demonstrate clear evidence of sensitivity and understanding of the diverse academic, socio-economic, disability, and ethnic backgrounds of students, staff, and the community.
12. Provide efficient, high-level customer service to the public, vendors, contractors, and District personnel.

**Education and Experience:**

Completion of the twelfth (12<sup>th</sup>) grade and two (2) years of generally related experience in the repair of large grounds equipment and one (1) year of experience performing grounds keeping duties; or an equivalent combination of education, training, and/or experience.

**Licenses/Certifications:**

A valid driver's license and proof of insurability may be required to drive a District or personal vehicle.

**PHYSICAL DEMANDS**

Must possess mobility to work in the field as well as around various District facilities, to operate a motor vehicle, and drive on surface streets; strength, stamina, and mobility to perform medium to heavy physical work, operate varied hand and power tools and construction equipment; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves field work requiring frequent walking on lawns, grounds, and medians to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate the above-mentioned tools and equipment. Employees in this classification frequently bend, stoop, kneel, reach, and climb to perform work; lift, move, and/or carry materials and equipment weighing up to 50 pounds, and heavier weights with the use of proper equipment and/or assistance from staff.

The essential functions of this classification must be performed by incumbents with or without reasonable accommodations.

**ENVIRONMENTAL CONDITIONS**

Employees work in the field and/or facilities and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confined workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset individuals in interpreting and enforcing departmental policies and procedures.