



## **City of Phoenix**

# **GROUNDSKEEPER**

**JOB CODE 40060**

Effective Date: 06/95

### **DISTINGUISHING FEATURES OF THE CLASS:**

The fundamental reason this classification exists is to perform custodial and maintenance activities for park grounds, street landscaping areas, equipment, and facilities. In some positions, the incumbent serves as a member of a team. Groundskeepers work under general supervision and perform most tasks with some independence. Work is usually reviewed by a Parks Foreman I or II.

### **ESSENTIAL FUNCTIONS:**

- Cleans ramadas, patios, and sidewalks and picks up leaves and litter;
- Trims and prunes tree branches;
- Operates and performs maintenance on power lawn mowers such as changing oil, and parts lubrication and adjustment;
- Repairs benches, playground equipment and sprinklers;
- Irrigates gardens and lawns;
- Replenishes restroom and locker room supplies;
- Cleans offices, recreation rooms, restrooms and locker rooms;
- Paints building surfaces, bleachers, and picnic tables;
- Sets up or removes folding tables, chairs, barricades, traffic cones or similar objects;
- Digs up ground for flower beds, ditches, and holes for sign posts;
- Drags, lines and prepares softball and soccer fields
- Maintains regular and reliable attendance.
- Demonstrates superior seamless customer service, integrity, and commitment to innovation, efficiency, and fiscally responsible activity.

### **Required Knowledge, Skills and Abilities:**

Ability to:

- Work in different weather conditions with exposure to the elements.
- Learn cleaning, maintenance, and gardening methods, materials and equipment.
- Learn the operation of motorized equipment such as push and riding mowers, string trimmers, edgers and hedge shears.



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- Learn proper use of hand tools such as hammers, wrenches, picks, shovels, spades, rakes, loppers, saws or similar tools.
- Learn irrigation techniques using sprinklers, hoses and flooding methods.
- Understand and follow oral and written instructions.
- Communicate orally with co-workers and the general public in a one-to-one setting.
- Travel over rough, uneven or rocky surfaces.
- Learn job-related material primarily through oral instruction and observation which takes place mainly in an on-the-job training setting.
- Use mops, brooms, paint brushes and rollers and work with cleaning fluids, chemicals, pesticides, insecticides, paints, cleaning agents or similar solutions using only normal protective equipment.
- Move heavy objects (up to 50 pounds) short distances (20 feet or less).
- Bend or stoop repeatedly over time.
- Work cooperatively with other City employees and the general public.
- Work safely without presenting a direct threat to self or others.

### **Additional Requirements:**

- Some positions require the use of personal or City vehicles on City business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. In addition, individuals may be required to pass an Arizona Department of Transportation physical exam and possess the appropriate commercial driver's license (C.D.L.). Pre-employment drug testing is required for C.D.L. positions. Employees in C.D.L. positions will be subject to unannounced alcohol and drug testing as a condition of continued employment. Use of a personal vehicle for City business will be prohibited if the employee does not have personal insurance coverage.
- Some positions will require the performance of other essential functions depending upon work location, assignment, or shift.

### **ACCEPTABLE EXPERIENCE AND TRAINING:**

Must be willing and able to learn the functions of a Groundskeeper. Other combinations of experience and education that meet the minimum requirements may be substituted.