GROUNDS MAINTENANCE ATTENDANT

Application deadline: Wednesday, November 18, 2015  4:00 P.M.

POSITION DESCRIPTION
Under general supervision, perform a wide variety of gardening and grounds keeping work including planting, spraying, fertilization, pruning, irrigating, maintenance of lawns, athletic fields, plants, trees, shrubs and landscaped areas.

RESPONSIBILITIES INCLUDE
Duties may include, but are not limited to:
• Provides support and assistance to contractors and departments in the design and implementation of new landscaping projects. Reviews plans for new building development, researches and orders materials, shares horticulture information, participates in walkthrough and phase completions, reads blue prints, checks, revises, repairs and installs irrigation systems, plants, trees etc.
• Installs, repairs, and maintains the district irrigation systems. Perform necessary calculations, sets timers and programs various irrigation systems; cleans and rebuilds valves, backflows, main lines, and pipes for existing systems as needed. Redesigns main lines and pipes for existing systems as needed.
• Plants, cultivates, cuts, prunes, and maintains trees, shrubs, and lawns.
• Prepares and maintains athletic fields for games and events. Schedules work based upon a calendar of events for soccer, football, archery, softball, baseball, track, and practices; determines appropriate measurements as defined by the regulations for each sport, sets string to prepare lines, mixes paint and applies to fields, and uses college stencil; installs mounds, cuts grass, etc.
• Operates power equipment such as tractors, front end loaders, backhoes, mowers, edgers, chain saws, auto pipe threaders, sod cutters, aerators, wood chippers, chemical sprayers, ditch witches, trenchers, tree boom lifts, and vertacutters.
• Properly applies agricultural materials, fertilizers, herbicides, fungicides, and pesticides to control pests and landscape diseases in accordance with government and district guidelines. Prepares live traps to catch animals (to eradicate and/or relocate).
• Cleans and maintains tools and equipment used on the job (including sharpening and aligning mowers and saws; changing oil and filters).
• Performs general grounds cleaning such as blowing/raking leaves and debris, sweeps sidewalks, performs street repairs, clean gutters and downspouts, and pressure washes as necessary.
• Trains and oversees the work of student workers and hourly staff.
• Maintains inventory and orders supplies as assigned.
• Performs related duties as assigned.

DISTRICT QUALIFICATIONS
• Any combination of education, training and experience that provides the required knowledge, skills and abilities. An example of this would be experience in institutional grounds work.
• Experience working in a related field.
• Possession of a high school diploma or equivalent.
• Knowledge of methods, tools, and equipment used in gardening and groundskeeping trade.
• Knowledge of operations and servicing of all types of powered gardening equipment.
• Knowledge of safety practices in equipment operation.
• Knowledge of manual and computerized irrigation systems.
• Knowledge of pesticide application procedures.
• Demonstrated skill operating all types of powered gardening equipment.
• Demonstrated skill using various chemical applications.
• Demonstrated skill performing grounds cleaning techniques; preparing and maintaining athletic grounds.
• Demonstrated skill in preparing and maintaining athletic grounds.
• Ability to adapt to changing work priorities; meet deadlines and schedules.
• Ability to read manuals and blueprints, write, present information to others.
• Ability to solve practical problems.
• Clear evidence of sensitivity to, and understanding of, the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

MEETING MINIMUM QUALIFICATIONS DOES NOT ASSURE THE CANDIDATE OF AN INTERVIEW. Applications will be evaluated taking into account the breadth and depth of relevant education, experience, skills, knowledge and abilities.
SPECIAL CONDITIONS
- Possession of a valid California driver’s license is required, with a satisfactory driving record.
- Ability to pass a post-offer, pre-employment physical.
- Working Hours: Monday – Thursday, 5:00am to 3:30pm. Must be willing to work varying schedules including, evenings, and weekends. The college reserves the right to transfer employees to any of the College’s campuses per the collective bargaining agreement.
- These positions may perform strenuous physical work in unfavorable weather conditions, and require work with potentially hazardous chemicals such as pesticides.

APPLICATION PROCESS
Application must be filled out completely and in detail. The application package must include a District Application and a resume. Please do not include any additional documents not required in this section.

CONDITIONS OF EMPLOYMENT
This is a 12-month, full-time, classified bargaining unit position. Starting date: as soon as possible. Range 11 of the CSEA Salary Schedule, with a starting salary of Step A, $3,032/month; progresses over time to $4,267/month. Excellent benefit package.

Chaffey Community College District is committed to equal employment opportunity.