

DEPARTMENT: ALL APPLICABLE
CLASSIFICATION: NON-COMPETITIVE
APPROVED: APRIL 24, 2013

GROUNDSKEEPER -BUILDINGS

DISTINGUISHING FEATURES OF THE CLASS: Maintains and cares for the grounds of a civil division or department, mows lawns, trims hedges, maintains flower beds, digs ditches, washes walls; does minor maintenance; performs building cleaning tasks; and provides transportation for various functions. Work is performed under supervisor who assigns work and makes inspections of work performance. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Maintains and cares for grounds; plants seeds, bulbs, tree seedlings; weeds; prunes trees; trims hedges; mows lawns; sprays chemicals on infected plants, trees, etc;
2. Digs ditches and cleans filter beds;
3. Shovels snow from sidewalks and driveways, spreading salt and sand, and may operate a motorized snow plow;
4. Picks up refuse;
5. Moves office equipment and other related equipment within the buildings or complex;
6. Picks up and delivers linens, packages, supplies, equipment, etc.;
7. In department where assigned, acts as relief for steam boiler fireman and night watchman and other personnel when needed, on holidays, personal leave, vacation, sickness and regular days off;
8. Performs other inside manual work when assigned as required, such as cleaning and janitorial work, painting and general maintenance;
9. When assigned, applies pesticides in accordance with NYS Department of Environmental Conservation (DEC) Rules and Regulations.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of grounds maintenance activities; working knowledge of the operation of motorized equipment used in the maintenance of lawns and grounds; ability to operate commercial grade motorized equipment used in the grounds maintenance activities; ability to adhere to safety precautions when operating potentially harmful tools and/or equipment; ability to follow written and oral instructions; ability to understand and follow oral and written directions; willingness to perform routine, sometimes strenuous, manual work; physical endurance; physically able to lift and move at least fifty (50) pounds; physical condition commensurate with demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma **AND** one (1) year full-time paid experience as a laborer in large-scale grounds maintenance activities which involved operation of automotive type equipment.

NOTE: Education in gardening or landscaping may be used to equate to required experience. One (1) month of education or training is equal to one (1) month of experience.

SPECIAL REQUIREMENT:

- Possession of applicable New York State Driver's License at time of appointment & throughout employment.
- If vacancy is in a Niagara County Department, the applicant must have six (6) months full-time paid experience in plowing snow with a pickup truck.
- When assigned to apply pesticides, employee must be in possession of a valid certification by the NYS DEC as a Pesticide Applicator.