



City of Casa Grande

Groundskeeper

GENERAL PURPOSE: Under close supervision, performs semiskilled general labor for the maintenance and upkeep of park grounds, street landscaping areas and public building landscaped areas.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Performs general landscape and cleanup duties including trash and debris removal, graffiti removal and litter pickup.
- Performs manual labor work in mowing, trimming, weeding, planting, cultivation, fertilization, watering and pruning operations.
- Cleans and sanitizes public restrooms, ramadas and picnic areas; opens and closes those facilities as needed.
- Sets up or removes folding tables, chairs, barricades, traffic cones or similar objects.
- Installs and maintains turf, trees, shrubs and other landscaping materials.
- Drags, lines and prepares sports fields.
- Inspects, cleans and performs routine maintenance work on equipment such as parts lubrication and adjustment; identifies and reports mechanical problems requiring additional repair.
- Completes required daily logs and reports.
- Performs other duties as assigned or required.

SUPERVISION EXERCISED: None.

JOB DESCRIPTION
Groundskeeper.doc

MINIMUM QUALIFICATIONS:

Education and Experience:

High School diploma or GED equivalent, and one (1) year's related work experience.

Necessary Knowledge, Skills and Abilities:

- Knowledge of City policies and procedures.
- Knowledge of safety standards and practices.
- Knowledge of basic grounds maintenance practices.
- Skill in basic grounds maintenance including but not limited to mowing, trimming, planting, weeding, pruning, cultivating and fertilizing.
- Skill in safe and efficient operation of equipment according to standard operating and safety procedures.
- Skill in following verbal and written instructions.

Special Requirements: Possession of a valid Arizona Driver's License.

Physical Demands / Work Environment: Work is performed outdoors and in Parks facilities.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as needed.