

MODESTO CITY SCHOOLS

Job Description

JC# 1855

SITE MAINTENANCE AND EQUIPMENT OPERATOR

OVERALL RESPONSIBILITY

Under general supervision, perform general and varied site maintenance work, and maintain the sites and grounds in an appealing and orderly manner.

SPECIFIC RESPONSIBILITIES

1. Trim and prune shrubs, hedges, trees and grass.
2. Prepare ground and fertilize, and/or plant lawns, trees, shrubs, hedges and flowers.
3. Spray landscaped areas with insecticides, herbicides and fertilizers.
4. Mow and rake lawns.
5. Assist in moving and arranging bleachers, furniture and equipment for special events.
6. Assist in the preparation, lining, marking and dragging of athletic fields, tracks, or related areas.
7. Install, maintain and repair sprinkler systems.
8. Keep drainage systems clear and in working order.
9. Operate power equipment (e.g. trucks, tractors, boom truck, graders, street sweeper, fork lift, lawn mower, gang mower, power edger, rototiller, etc.).
10. Service and make minor repairs to equipment.
11. Load/unload trucks with materials or equipment.
12. Install and repair asphalt and concrete.
13. Install and repair chain link and wood fences.
14. Install and repair playground equipment.
15. Attend Modesto City Schools' Asbestos Training Program within the first sixty (60) days of employment.
16. Wear Modesto City Schools' identification during assigned work hours (e.g., badge or Modesto City Schools' shirt).
17. Wear aprons, breathing apparatus, face protector, shoes, eye goggles, hard hat and hearing protectors as directed.
18. Maintain a valid California Commercial Driver's License - Class A.
19. Maintain participation in CA DMV Assessment System/Automatic Pull Program.
20. Obtain a valid Department of Transportation Powered Industrial Truck Operator's Permit and maintain the permit thereafter.
21. Maintain necessary records (e.g. time, labor and materials required and expended per job, budget, documents, etc).
22. Lead the work of helpers.

SITE MAINTENANCE AND EQUIPMENT OPERATOR (continued)

SPECIFIC RESPONSIBILITIES (continued)

23. Requisition materials needed for jobs.
24. Make inspections for needed repairs.
25. Effectively communicate and maintain cooperative relationships with those contacted in the course of work.
26. Perform other related duties as assigned.

SALARY

Classified Unit Salary Schedule

QUALIFICATIONS

Knowledge/Ability

Minimum Requirements:

- Knowledge of methods, materials, tools and equipment used in gardening maintenance work.
- Knowledge of equipment safety practices and procedures.
- Ability to perform basic arithmetic calculations with speed and accuracy.
- Ability to drive trucks and operate heavy equipment requiring Class A license.
- Ability to operate power cleaning equipment.
- Ability to understand and implement oral directions and directions written in English.
- Ability to implement assigned tasks with a minimum of direct supervision.
- Ability to do minor small engine repair.

Experience

Minimum Requirements:

- Three (3) years of experience performing grounds maintenance, gardening work, and equipment operation.
- Program skill training or general groundskeeper experience.

Education

Minimum Requirement:

- Graduation from high school or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.

Pre-Employment Physical Examination

- A physical and tuberculosis examination is required as a condition of employment. Examinations shall be administered by a District provider and be at the District's expense. Individuals must evidence ability to perform physical requirements of position and test negative for drugs, alcohol and tuberculosis.

License(s)/Certificate(s)/Permit(s)

Possession and maintenance of:

- Valid California Commercial Driver's License - Class A.
- Must provide a DMV printout within five (5) work days of offer of employment.
- Valid Medical Examiner's Certificate issued in accordance with the motor carrier safety regulations of the Department of Motor Vehicles.
- Department of Transportation Powered Industrial Truck Operator's Permit must be obtained within the first sixty (60) days of employment and maintained thereafter.

SITE MAINTENANCE AND EQUIPMENT OPERATOR (continued)

QUALIFICATIONS (continued)

Physical Characteristics:

With or Without the Use of Aids:

Sufficient vision to read fine print, read diagrams and blueprints, and drive and operate equipment. Sufficient depth perception. Sufficient color acuity and good color perception.

Sufficient hearing to hear verbal directions, detect air/gas leaks and diagnose equipment malfunctions. Sufficient hearing to hear work area noise and normal conversation in person and on the telephone.

Ability to speak in a voice that can be clearly heard and understood on the telephone and in face-to-face conversations.

Ability to reach horizontally and vertically with arms.

Sufficient dexterity to operate hand and power tools requiring strength and coordination, manipulate small objects, print or write legibly, operate precision tools, and make minute repairs.

Sufficient physical ability, strength, mobility, and stamina to drive a vehicle, climb ladders, crawl under buildings, bend, stretch, stand, kneel, walk, stoop, crawl, and extend legs.

Sufficient physical ability, strength, mobility, and stamina to perform heavy physical labor in hot, cold and inclement weather conditions.

Sufficient physical ability, strength, balance, and tolerance of heights to climb trees and work on scaffolds and ladders at heights up to 75 feet, sometimes in precarious positions.

Sufficient physical ability, strength, mobility and stamina to lift, carry, push or pull objects which may frequently exceed 75 pounds in a series of functional tests which clearly simulates the work environment.

Physical ability to sit for extended periods of time.

Physical tolerance to chemical odors and to work with a variety of chemicals.

REPORTS TO

Maintenance Services Manager I

Board Approved: 7/16/01

Personnel Approved: 4/23/02

Cabinet Approved: 5/7/02

Unit Approved: 5/10/02

Board Approved: 5/28/02

Revised: 10/30/03