

## Job Description

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Job Title: Groundskeeper II

Job Code: 906171

Job Family: Infrastructure

Pay Grade: JC.13.13

FLSA: Non-Exempt

EEO: Service/Maintenance Workers

Department/Agency: Countywide      Position Number(s): Multiple

Recommended Position Title(s): Senior Grounds Specialist

The following Core Competencies apply to everyone and are essential to all County jobs:

- **Accountability** – Follows-up on and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and County results.
- **Communication** – Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
- **Customer Focus & Public Relations** – Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
- **Initiative** – Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
- **Safety** – Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
- **Teamwork**– Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment and team spirit; works cooperatively with others to achieve overall goals.

### Essential Duties:

- Serves as a leadperson; directs and assists crews in completing assignments; trains new crew members; ensures safety standards are met; completes paperwork, timesheets and equipment logs; assists in the coordination and direction of contractors; serves as supervisor in the supervisor's absence.
- Operates vehicles or powered equipment; completes commercial mowing and snow removal; applies chemicals and spreads fertilizers, herbicides and soil amendments; mulches tree beds, plants trees and flowers; aerates and seeds landscaping; trims and prunes shrubs and trees; repairs soil erosion; oversees turf and chemical applications; completes complex tasks, repairs, and manages irrigation and backflow program for county.
- Performs general, routine, and complex maintenance of light and medium duty equipment; rebuilds and repairs equipment and trailers; changes over from mowing equipment to snow equipment; performs basic maintenance duties such as painting, light plumbing, cleaning of shop and equipment areas; builds, fixes, and maintains fencing; completes basic preventative maintenance on building/plant equipment.
- Performs various tasks requiring equipment, vehicle, and tool operation; uses a variety of small and large tools and operates a variety of light and medium duty equipment and attachments including: tractors, trucks, dump trucks, skid steer loader, water trucks, compact rollers, excavator, power broom, boom truck, and snow removal equipment.
- Completes paperwork, timesheets, work orders, and equipment logs using computerized system; follows purchasing card guidelines to ensure accuracy in the approval process.

### Supervisory Responsibilities:

- Yes  No      This position is also responsible for the supervision and leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

*Duties and responsibilities, as required by business necessity may be added, deleted or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Scheduling and shift assignments and work location may be changed at any time, as required by business necessity.*

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### Minimum Job Requirements:

High school diploma or equivalent and two (2) years of related experience are required. One (1) additional year of related experience may substitute for education. Must pass **a thorough criminal history screening and have a valid driver's license** with an acceptable driving record.

*Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.*

### Preferred Job Requirements:

Previous lead/supervisory experience, chemical application license, and/or backflow testing certification are preferred.

### Education/Experience Substitutions:

Yes  No Experience may be substituted for degree.

Yes  No Education may be substituted for experience.

### Physical, Environmental, and Special Working Conditions:

Excessive standing and/or walking: 60%

Exposure to extreme temperatures, fumes and/or chemicals, heights, and loud noises.

Lifting weight: 50lbs.

On call/stand-by work required.

Weather essential: Department Essential

Uniform Required

Travel required: 50% local and 5% outside Johnson County

Wearing of goggles, rubber boots, rubber gloves and other PPE as required.

Position is required to respond to requests for emergency and afterhours work which will require work when the facility is closed (e.g. holiday, weekends, nights). This work will require overtime as needed.

Physical abilities, including mobility, agility, strength, dexterity, balance, coordination, and /or endurance.

All County employees may be called upon to assist other departments/agencies in a declared emergency situation.