

<b>Job title</b>	<i>Groundskeeper I</i>	<b>Grade Number</b>	5
<b>Reports to</b>	<i>Parks &amp; Cemetery Supervisor, or Designee</i>	<b>FLSA Classification</b>	<i>Hourly, Non-Exempt</i>
<b>Department</b>	<i>Public Works</i>	<b>Effective Date</b>	4/13/2022
<b>Safety Sensitive Position = Yes</b>		<b>Work Environment, Tools-Equipment-Machinery, Substances Encountered</b>	

### Job purpose

Provide unskilled and semi-skilled custodial and maintenance work of landscapes and property grounds in public cemeteries, parks, athletic fields, gardens, and related facilities

### Duties and responsibilities

Maintain all areas around City facilities and buildings including parks, cemeteries, pavilions, restrooms, playgrounds, picnic sites, fences, trails, ditches, lighting, grave sites, parking lots, recreational areas, and related facilities. Maintenance includes landscaping, tree care, weed removal, lawn care and mowing, sprinkling systems, and application of fertilizers, herbicides and pesticides, leaf, and litter pick-up, emptying garbage receptacles, cleaning restrooms, pavilions, food serving areas, and replenishing supplies as well as removing snow, flood control or other conditions, setting up or removing tables, chairs, bleachers, canopies, barricades, traffic cones or similar objects

Perform a variety of tasks necessary to keep structures, equipment, buildings, and grounds secure, safe, accessible, and clean in appearance

Paint exterior and interior surfaces with brushes or rollers

Set up, remove, and maintain event decorations involving lights, banners, flags, etc.

Inspect and repair playground equipment, fall zones, benches, pavilions, etc. using various tools, both hand and power operated

Groom landscapes using motorized and non-motorized tools and equipment including mowers, trimmers, saws etc. of various sizes

Plant, cut, trim, cultivate, prune, water and remove grass, trees, shrubs, flowers, and other plants

Utilize mechanical and chemical means to install, maintain, control, and remove landscapes including the proper application of pesticides and herbicides.

Install, operate, repair, and winterize sprinkler systems

Operate light vehicles and equipment in removing and transporting, supplies, tools, dirt, and other materials; Conducts operator assisted maintenance on equipment and tools that may include lubrication, oil changes, adjustments, etc.

Mark, open and close graves, including the proper tamping, settling of loose earth, restoration of landscaping, protecting headstones and memorials, and assisting funeral arrangements at the gravesite

Perform other duties as assigned

### Qualifications

Education and Experience

A. Graduation from High School or equivalent

OR

B. Sufficient education, training, and experience to demonstrate an aptitude or ability to perform above and related duties

**Knowledge, Skills and Abilities:**

- Knowledge of basic principles, procedures, methods, material, and equipment used in the grooming of grounds and maintenance of facilities, including experience using the tools and equipment associated with that grooming and maintenance
- Ability to perform at a high and complete competence level skillfully and safely in three (3) of the following nine (9) duty areas:
  - Forestry: Including but not limited to tree planning, care, pruning, removal, chipping, and treatment of disease
  - Job Safety: Including but not limited to task safety, overall safety awareness, knowledge of and application of Price City and department safety protocols, practical first aid response, and traffic control
  - Small Engine and Power Tool Operation: Including but not limited to safe and efficient operation and ability to perform basic operator assisted maintenance of mowers, chainsaws, trimmers, drills, and saws
  - Water Sprinkler Systems: Including but not limited to installation, diagnosis, and repair of system piping, valves, control devices like time clocks, drainage, and coverage requirements
  - Landscaping: Including but not limited to installation, maintenance, and problem diagnosis of landscape components such as soils, flowers, grasses, and shrubbery. Maintenance includes mowing, trimming, tilling, weeding, fertilizing and aeration
  - Pesticide and Herbicide Application: Including but not limited to mitigation of noxious weeds and tree infestations
  - Equipment Operation: Including but not limited to operating, driving, towing, digging, completing all pre-operation checks, storage and clean-up of light and heavy equipment and trailers
  - Parks Operation and Maintenance: Including but not limited to operation and maintenance of parks, restrooms, pavilions, playgrounds, and sport courts. Operation includes proper handling of facility reservations and events according to all assignments and protocols
  - Cemetery Operation and Maintenance: Including but not limited to grave marking and excavation, burial restoration, funeral assistance, headstone marking, customer service, and maintenance of grounds
- Knowledge of safe work practices, and ability to follow safety practices and procedures
- Maintain good working relationships with supervisors, department employees, city staff, and public
- Ability to work varied shifts, alone and as a member of a team
- Ability to perform strenuous labor and work in a variety of weather and site conditions

**Special Qualifications**

- Qualification as a certified traffic control flagger
- Must possess a Utah Driver's License

**Physical requirements and demands**

- This role requires moderate to heavy physical work. The employee is regularly required to move about, position self upon, and ascend/descend over and/or upon varying terrain, surfaces, and physical structures. The employee must operate, and activate controls for, various tools, machinery, and equipment. The employee must have the ability to observe their surroundings (including sounds and scents), inspect objects, and to communicate effectively in all mediums.
- Must be able to frequently move objects weighing up to 50 pounds, and up to 100 pounds occasionally.
- Will work in varying weather conditions, and will work in close contact with unpleasant materials that

may include dirt, dust, airborne particles, pollen, foul and noxious odors, fumes, chemicals, machinery with moving parts, and noise

**The physical requirements and demands described here are representative and not all inclusive.**

#### **Supervision exercised**

None, or as temporarily assigned

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*The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, or skills required. This job description is subject to change as the need and requirements of the job change.*