

**VALLEY CENTER MUNICIPAL WATER DISTRICT
SENIOR LANDSCAPE MAINTENANCE WORKER**

DEFINITION

Under general direction of the Construction/Maintenance Supervisor, incumbents perform the full range and the most complex duties related to landscaping, grounds maintenance, and vegetation work on District properties.

CLASS CHARACTERISTICS

This is the lead level class in the Landscape Maintenance Worker series. Incumbents are fully competent and are expected to perform the full range and the most complex duties related to landscaping, including designing and maintaining irrigation systems. Incumbents are crew leaders and as such are responsible for assigning and monitoring employees work, ensuring rules and regulations are observed, maintaining supplies, preparing reports, and assuming the responsibilities of the supervisor in his/her absence. Incumbents may be required to work in wastewater facilities to include collection, distribution and reclamation.

ESSENTIAL DUTIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to this position.

Serves as crew leader which includes; establishing schedules, maintaining supplies, handling serious complaints, preparing a variety of reports, training lower level staff on work practices and procedures, and assuming the responsibilities of the supervisor in their absence; ensuring a high level of customer service.

Assists the Construction and Maintenance Supervisor in planning, organizing, assigning, and directing the work of Landscape Maintenance workers.

Leads landscape maintenance staff in the performance of job duties; reviews and controls quality of work; participates in performing routine to complex and specialized maintenance and repair work.

Operates and maintains a variety of hand and power tools and equipment related to work assignments as instructed, including hand and power mowers, small tractors, generators, weed cutters and chippers, spreaders, blowers, hedge trimmers, chain-saws, rakes, shovels, hoes, brooms and other tools; drives a variety of trucks and other vehicles.

Mixes herbicides to control the growth of vegetation on and around flood control and water distribution facilities and rights-of-way following specific directions; operates truck-mounted or individual spray units to apply chemicals in designated locations.

Observes safe work methods and uses safety equipment; secures work sites from hazards as needed; stores and applies pesticides, herbicides and fungicides in a safe manner.

Responds to requests and inquiries from the public and answers questions or refers to supervisor, as necessary.

Estimates costs of landscape maintenance work, supplies, equipment, and materials; orders supplies and equipment for work projects; maintains records or purchase orders; assists in developing budget figures for the division; monitors expenditures.

Installs, maintains, and repairs irrigation systems; automatic valves, rain sensors, maintenance timers, and other related equipment; conducts backflow testing as needed.

Cleans and maintains grounds, walkways, paved areas and district facilities.

Corrects and reports hazardous conditions.

Responds to emergency situations in the District as required.

Performs other duties as assigned.

QUALIFICATION GUIDELINES

Knowledge of: Public works maintenance principles, practices, tools, and materials for maintaining and repairing assigned District infrastructure, systems, and facilities; methods and techniques of planting, transplanting, cultivating, pruning, and maintaining a variety of lawns, ground cover, plants, shrubs, hedges and trees; the operation and maintenance of a variety of hand and power tools, vehicles, and other equipment; installation and maintenance of irrigation systems, including automatic valves, rain sensors, and maintenance timers; safety equipment and practices related to the work, including the handling of hazardous chemicals; safe driving rules and practices; basic arithmetic, including proportions and volume; application and safe use of all pesticides, weed inhibitors, and other products; modern office practices, including computer operations and programs related to scheduling, operations, and record keeping.

Ability to: Plan, assign, and supervise the work of personnel engaged in landscape maintenance activities; use landscaping tools and equipment; complete forms and maintain accurate records; perform varied vegetation control and landscape maintenance work in a safe, efficient manner; perform a variety of grounds maintenance and vegetation control activities; follow oral and written directions; communicate clearly and concisely and be understood while using the District's radio communication system; and, establish and maintain effective working relationships with other employees and those contacted in the course of the work.

EDUCATION, EXPERIENCE, LICENSES AND CERTIFICATIONS

Education: Equivalent to a High School Diploma; knowledge in Horticulture, landscape construction or related field; or an equivalent combination of education and experience preferred.

Experience: A minimum of two years of experience as a Landscape Maintenance Worker III, or its equivalent; or at least five years of experience in construction, maintenance, and repairs. Landscape design experience is desired.

Licenses and Certifications: California Class C Driver's License; Pesticide Applicator's Certificate.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment described here are representative of those an incumbent encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: While performing the duties of this job, the incumbent is regularly required to use hands and fingers to grasp and feel, or operate objects, tools, or controls and reach with hands and arms. The incumbent is regularly required to talk, hear, pull, push, walk, stand, crouch, kneel and stoop. The incumbent is occasionally required to balance and climb. The incumbent must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific visual abilities required by this job include those required to operate cars, trucks and power tools. May be required to medically qualify and wear a District approved respirator.

Work Environment: The incumbent regularly works in outside weather conditions including cold and hot temperatures, inclement weather, wet and/or humid conditions; may work on slippery or uneven surfaces; possible exposure to fumes or airborne particles, sewage, or toxic or caustic chemicals; regularly exposed to moving mechanical parts; the noise level will range from moderate to very loud.

POSITION DESCRIPTION APPROVED:



General Manager



Date