

## City of Victorville Position Description

### MAINTENANCE WORKER I - GROUNDS

#### **DEFINITION**

Under direct supervision, performs a variety of unskilled tasks in the maintenance, repair, construction, and service of buildings, grounds, equipment, and other municipal facilities; maintains appearance of parks, golf course, buildings, and grounds; and performs related work as required.

#### **DISTINGUISHING CHARACTERISTICS**

This is an entry-level class in the grounds maintenance of the Parks and Golf division of the Parks, Recreation and Community Services Department, performing primarily unskilled and semi-skilled tasks under direct supervision.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Hand weeds flower beds, fence lines, and other areas; cleans and picks up litter on City grounds and parks; washes, cleans, services, and makes minor repairs to equipment; provides janitorial maintenance services to City facilities; clears plumbing stoppages; installs, repairs and adjusts irrigation systems; hand waters; rakes sand traps; aerates, fertilizes, seeds and mows parks and golf course grassed areas; establishes and maintains cooperative working relationships with the public, including outside agencies; operates City vehicles and equipment in a safe and efficient manner; routinely adheres to and maintains a positive attitude; performs related duties as required.

#### **EMPLOYMENT STANDARDS**

**Training & Experience** - High school graduation or GED equivalent and one year of experience in grounds maintenance, including six months of experience operating ½ and ¾ - ton pickups, riding mowers, and skiploaders.

**Knowledge & Abilities** - **Knowledge of:** the physical needs of plants and of watering, fertilizing, and trimming; and custodial building maintenance.

**Ability to:** bend and lift heavy objects on a continuing basis; maintain effective working relationships with supervisors, fellow employees, and the general public; understand and follow oral and written instructions; lift and transport materials and supplies weighing up to 100 pounds; establish and maintain effective working relationships with peers, supervisors, City personnel and the general public; handle multiple priorities; provide timely and courteous customer service; operate City vehicles and equipment in a safe and efficient manner.

**Licenses & Certificates** - Possession of a valid unrestricted Class "C" California driver's license.

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**WORKING CONDITIONS**

Work is performed in a variety of environmental conditions, indoors and out, with exposure to wide temperature variations, noise, vibrations, fumes, grease, machinery and its moving parts, odors, and dust within a construction zone environment. Physical demands require bending, stooping, and frequently lifting moderately heavy and heavy objects. Some exposure to irritating chemicals. Incumbent must be able to see and hear in the normal range with or without correction, and communicate verbally and in written form with great facility and must be able to be understood. Incumbent will be required to respond to emergencies after regular working hours and on weekends, and must be willing to work an irregular schedule, which may include weekends, holidays, evenings, and/or varying shifts. Must possess the stamina to work long hours and overtime if necessary.

**APPROVED:**

  
**DIRECTOR OF HUMAN RESOURCES**

**DATE REVISED:** January 8, 2007

**FORMERLY TITLED:** LABORER - GROUNDS

Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position  
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