



CLASS SPECIFICATION FOR:  
**Groundskeeper II**

**General Statement of Duties:**

Provides year-round full-service care and maintenance for sports fields, fine turf areas, greens and other areas as assigned for properties under the purview of the Division of Recreation and Parks; properly cleans and maintains equipment; year-round full-service field management, setup, marking, and repairs for all types of sports fields or greens provided for play/events Countywide; maintains accurate records; does related work as required.

**Distinguishing Features of Class:**

A position in the Groundskeeper series may follow one of two career tracks. An employee in this job classification is responsible for safely operating a wide variety of landscaping and other mowing and grounds maintenance equipment, including but not limited to, wide variety of mowers, weed eaters, utility vehicles, trailers, garden and landscaping hand tools, gas powered tools, trimmers, edgers, various aerators, various spreaders, chainsaws, various blowers, tractor or trailer mounted blowers, rakes, shovels, pitch forks, grubbing hoes, loppers, pruners, etc.; cleaning and maintaining equipment to ensure it is in safe working order; and keeping accurate records. Requires a sound knowledge of the care and maintenance of sport fields and other fine turf areas, sports fields marking, and the care and maintenance and of irrigation systems. Proficiently performs all duties assigned to the Groundskeeper I level. Work is performed independently and as part of a team at various assigned locations Countywide or at the golf course with minimal supervision. Employee is also responsible for the safe operation of County equipment and County vehicles.

**Examples of Assigned Duties** (*illustrative of the types and scope of duties and responsibilities assigned to positions in this class*):

- May proficiently perform grounds care duties safely with minimal supervision: mow, trim, weed eat, prune, edge, plant, mulch, remove debris, snow/ice removal using a wide variety of equipment including but not limited to walk-behind mowers, push mowers, riding mowers, weed eaters, utility vehicles, trailers, garden and landscaping hand tools, gas powered tools, trimmers, edgers, hand blowers, backpack blowers, walk-behind blowers, snow blowers, tractor and/or trailer mounted blowers;
- May proficiently perform greens care duties safely with minimal supervision: mow, trim, weed eat, prune, edge, plant, mulch, remove debris, snow/ice removal using a wide variety of equipment including but not limited to walking greens mower, riding greens mower, tee mower, fairway mower, rough mower, front deck mower, sand pro, utility vehicles, and tractors;
- May proficiently maintain greens, tees, fairways, roughs, traps, and common areas using appropriate equipment for each task and site condition working with minimal supervision;
- Inspects fence lines for maintenance and repair issues, reports to supervisor, performs approved maintenance and repairs;
- Responsible for safely driving trucks, towing trailers, operating dump trucks, snow removal equipment, backhoes, finishing mowers, batwings, specialty mowers (e.g. 302, D80), 3 and 5 gang reel mowers and walk-behind reel mowers, etc.;
- Safely operates aeration equipment, including; tow-behind aerators, slicers, walk-behind aerators, aerators, hydrojets, etc.;
- Safely operates spreaders including; various walk-behind spreaders, 3-point hitch spreaders, various tow behind broadcast or drop spreaders, and tractor towed spreaders, etc.;
- Performs basic maintenance of clay tennis courts which includes (but is not limited to) rolling and sweeping, etc.;
- May perform a basic infield skin maintenance which includes (but is not limited to) operating infield care equipment such as an infield pro or small tractor with various attachments, includes drag mats, grade boxes, mini harrows, and cultivators, etc.;
- Performs basic field marking duties which includes (but is not limited to) operating field marking equipment such as battery and motorized wet liners and mechanical liners, etc.;
- May be required to maintain a sound working knowledge of a variety of sports fields' dimensions, and assists with properly laying out and marking fields;
- Safely and correctly applies herbicide and pesticide chemicals to fence lines, grounds, trees, bushes, shrubs, lawns, mulch beds, bunker edges, tree rings or greens in order to control weeds, diseases, and insects in order to control plant diseases and insects;
- Routinely performs heavy lifting, loading, unloading, pushing, pulling, carrying, and otherwise moving up to 50 pounds or more as needed;
- May be required to make a "frost call" in times of need;
- Maintains a good working knowledge of Turfgrass maintenance;
- Maintains a Cat 60 Registered Technician license;
- Maintains the certified fertilizer applicator certification according to DCR requirements;
- Maintains a Class B CDL driver's license with airbrake endorsement;



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- Maintains a good working knowledge of irrigation systems and assists with the set-up, maintenance or repair of irrigation systems with basic instruction and supervision;
- Keeps accurate records for work orders, jobs, maintenance, repairs, mandatory testing, etc. and provides to supervisor in a timely manner as required;
- Completes work assignments accurately, timely and cost effectively with minimal oversight from supervisor, with unusual situations referred to supervisor;
- Accurately documents incidents and reports to supervisor in a timely manner, may handle routine issues independently;
- Cross trains with other crews to ensure necessary trained manpower is available when needed (e.g. tarps, trails);
- Trains and shares information and technical knowledge with all other groundskeepers and Parks Services Division staff appropriately, including temporary staff;
- Participates in all scheduled meetings and trainings;
- Assists with inclement weather cleanups and serves as event staff as assigned (e.g. tarps, special events, etc.);
- May train and direct part-time, temporary or seasonal staff;
- Reports incidents at assigned sites to supervisor;
- Performs other duties as assigned.

**Required Knowledge, Skills and Abilities:**

May require: good working knowledge of a wide variety of equipment used in grounds and sports field care and management, including mowing, landscaping and gardening equipment, and power tools; sound knowledge of all types of the care and marking of sports fields used for sporting events and activities held at County-owned locations; ability to work from plans and specifications and to follow rough sketches and oral instructions. May require: good working knowledge of Turfgrass maintenance; good working knowledge of irrigation systems and their setup, maintenance and repair of irrigation systems with minimal instruction and supervision; Required of all: sound working knowledge of fertilizers, herbicide and pesticide chemicals and their application; basic working knowledge of irrigation systems; good knowledge of safety rules/regulations and accident-prevention practices; skill in the safe operation and preventive maintenance of assigned equipment under all types of weather conditions; good oral and written communication and interpersonal skills with the ability to express ideas clearly and concisely, orally and in writing; basic computer skills with ability to use computer; ability to read, interpret and adhere to complex instructions; ability to create and maintain records; physical condition that will permit heavy (up to 50 pounds or more as needed) lifting, loading, unloading, pushing, pulling, reaching, stooping, climbing and working under adverse temperature and/or weather conditions; personal accountability including teamwork and establishing and maintaining positive relationships with the Division and County employees; ability to establish and maintain a good working relationship with County employees and the public; ability to work independently and with a team to complete assigned tasks safely and on time; excellent customer service skills; tact; and courtesy. Must be able to positively and appropriately represent the County in all interactions with the public. Requires a safe driving record with the ability to safely operate County-owned vehicles and equipment. Requires the ability to work a flexible schedule.

**Minimum Education and Experience:**

Education: High school education;

Experience: Two (2) or more years of relevant work experience;

OR: Any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

**Additional Requirements:**

NOTE: Effective 4/1/2009 County Ordinance 1128 requires a criminal history record check and fingerprinting of all employees in authorized and hourly safety sensitive positions.

NOTE: All employees are required to successfully complete National Incident Management System (NIMS) Incident Command System (ICS) 700 (Introduction) training. Successful completion of additional NIMS ICS training courses may be required based on the job classification, level of responsibility, and department. Please refer to Fire's Intranet site for a list of NIMS ICS requirements by job classification.

- Requires a valid driver's license.
- Requires a Class B CDL driver's license with airbrake endorsement.
- Requires a Fertilizer Applicator Certification.
- Requires a Cat 60 Registered Technician License.