

**INGHAM COUNTY
JOB DESCRIPTION**

SENIOR GROUNDSKEEPER

General Summary

Under the supervision of a Maintenance Supervisor, establishes and maintains turf areas. Designs, plants and maintains flower beds and areas for trees and shrubs. Monitors insect and pest activity in turf, flowers, shrubs and trees, and plans programs for fertilizer, pesticide and other chemical applications. Assigns and monitors work of Groundskeepers, and regularly performs all the functions of a Groundskeeper.

Essential Functions

1. Serves as lead worker to Groundskeepers, includes assisting in planning and organizing work, assigning and reviewing work, and assisting and instructing Groundskeepers in their work.
2. Maintains turf areas, includes mowing, edging, and determining the need for aerating, and thatching. Operates tractors with mowers, riding mowers and power mowers, power-edger, aeration equipment and other equipment. Establishes or renovates turf by seeding, reseeding and mulching, or laying sod.
3. Trims grass, trees, shrubs, and hedges with power and hand equipment. Operates power-edger for sidewalks.
4. Removes brush, dead trees and other debris from grounds. Operates chain saw and other power equipment.
5. Identifies insects, disease, or environmental problems on turf, flowers, shrubs, and trees. Plans programs for fertilizer, pesticide and other chemical applications and performs the application of such products. Loads and mixes chemicals, calibrates sprayers and spreaders, operates application equipment, and posts notices warning of application. Records and maintains application records. Trains other groundskeepers in identifying pest problems and performing the appropriate applications.
6. Designs, plants, and maintains flower beds and areas for trees and shrubs, includes recommending and purchasing various plants, flowers, trees, and shrubs.
7. Oversees other groundskeepers and workers on landscape or renovation projects. Recommends and purchases materials such as seed, mulch, edging, soil, stone, hose, sprinklers, flowers, trees, shrubs or other materials necessary to complete projects.
8. Installs landscape timbers, spreads woodchips and stones, and performs other landscaping tasks. Plants grass, flowers, shrubs, and trees.

9. Operates front-end loader and uses other equipment to develop areas for new lawn, flower beds, or other landscaping plans. Repairs areas damaged by plows or weather conditions.
10. Operates and maintains the irrigation system, includes installing or repairing broken pipes, mains, valves, pumps, time clocks, sprinkler heads, and other equipment.
11. Installs signage, benches, and tables on County grounds.
12. Operates trucks with plows and tractors with brooms to remove snow from County parking lots. Operates snow-blowers to clean snow from sidewalks. Shovels entrances and other areas inaccessible to power equipment. Operates trucks with salt spreader.
13. Performs maintenance on departmental vehicles and equipment, includes changing oil, changing filters, lubricating, changing fluids, and sharpening blades.
14. Supervises inmate trustees or community work groups assigned to grounds-keeping tasks.

Other Functions

15. None listed.

The above statements are intended to describe the general nature and level of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

Employment Qualifications

Education: High school graduation or equivalent, prefer some advanced coursework in turf management.

Experience: Two years of experience in grounds maintenance including the operation of equipment similar to that used in the maintenance department.

Other Requirements: Possession of a valid Michigan Driver's License. Certified by the State as a Pesticide Applicator.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.

Physical Requirements *[This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:*

Climbing on ladders for painting jobs.

Walks over uneven terrain to operate grounds equipment and remove snow.

Squatting, stooping, kneeling to operate and repair equipment.

Climbing into trucks and onto other equipment.

Operating trucks with snow removal equipment and to haul equipment.

Lifting ability to remove and replace parts on equipment.

Ability to lift, push and pull office furniture.

Ability to lift and move bags of salt, fertilizer, woodchips, and various other supplies weighing up to 100 lbs.

Working Conditions:

Works outside in varying weather conditions.

Works in all areas of County grounds.

Works in cramped body positions to perform repairs to equipment.

Works in areas with loud noise.

Exposure to equipment where risk exists of getting burned, bruised or scraped.

Exposure to environmental allergens such as grass, weeds and pollens.

Contact with oil and petroleum products.

Exposure to solvents, pesticides and herbicides.

Exposure to gases and fumes.

