

TITLE: Grounds Maintenance Worker I

PW/34

DEPARTMENT: Public Works, City of Franklin

JOB SUMMARY: This position participates in a variety of grounds maintenance assignments.

MAJOR DUTIES:

- o Maintains road side rights-of-way, cemeteries, and other city properties.
- o Mows grass, edges, rakes leaves, and removes trees; clears ditches.
- o Uses chemicals and fertilizers.
- o Cleans sidewalks and curbs.
- o Maintains mowers, tractors, and equipment.
- o Sows grass; aerates soil; trims hedges; removes fallen tree limbs.
- o Performs other related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION:

- o Knowledge of grounds maintenance procedures and equipment.
- o Knowledge of the use of hand and power tools.
- o Knowledge of the safe use, operation, and maintenance of equipment.
- o Skill in the use of grounds maintenance equipment.
- o Skill in maintenance of assigned equipment.

SUPERVISORY CONTROLS: The Grounds Maintenance Supervisor assigns work in terms of somewhat general instructions. The supervisor spot-checks completed work for compliance with instructions and established procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES: Guidelines safety standards, equipment operators' manuals, and city and department policies and procedures. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY: The work consists of related grounds maintenance duties. Inclement weather contributes to the complexity of the position.

SCOPE AND EFFECT: The purpose of this position is to participate in grounds maintenance duties. Successful performance in this position contributes to well maintained city parks and grounds.

PERSONAL CONTACTS: Contacts are typically with other city personnel and members of the general public.

PURPOSE OF CONTACTS: Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS: The work is typically performed while intermittently sitting, standing, walking, bending, crouching, or stooping. The employee frequently lifts light and heavy objects, climbs ladders, and uses tools or equipment requiring a high degree of dexterity.

WORK ENVIRONMENT: The work is typically performed outdoors. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, irritating chemicals, and occasional cold or inclement weather. The work requires the use of protective devices such as masks, goggles, and gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY: None.

MINIMUM QUALIFICATIONS:

- o Ability to read, write and perform basic mathematical calculations.
- o Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- o Possession of or ability to readily obtain a valid driver's license issued by the State of Virginia for the type of vehicle or equipment operated.

Employee Signature

Date

Department Head/Supervisor Signature

Date