

GROUNDSKEEPER II*

DISTINGUISHING FEATURES OF THE CLASS: This is technical work encompassing the selection of seeds, tending to plants, nourishing lawns, shrubs, and trees, along with managing diseases and insects, and the maintenance of swimming pools depending on work location. The work differs from a Groundskeeper I in the overall responsibility for supervision and training and the completion of more complex assignments. The work is performed under the general direction of a higher-level maintenance or administrative professional. Supervision is provided to Groundworkers, Groundskeepers, Laborers and seasonal employees. Does related work as required.

TYPICAL WORK ACTIVITIES:

Supervises personnel responsible for the upkeep and landscaping of lawns, shrubs and trees, encompassing tasks such as cutting, pruning and removal;

Provides hands-on training for new hires and ongoing in-service training for staff in the proper care and utilization of tools, equipment and materials;

Collaborates with a higher-level supervisor to strategize and coordinate maintenance programs, like spraying, oversight of tree transplants, snow removal, etc.;

Establishes job priorities and assigns tasks to workers;

Analyzes technical documents, catalogs and additional resources, collaborating with salespersons to select and suggest new supplies, equipment, and maintenance methods to enhance efficiency;

Oversees a preventative maintenance program for weed and pest control, tools and equipment, including minor repairs, ensuring compliance with regulatory agency standards;

Consults with vendors as necessary and initiates requests for all essential plantings, seeds, fertilizers, chemicals, tools and equipment required for pest control, plant diseases, swimming pool upkeep and overall grounds maintenance;

Keeps track of time and production data and prepares written reports;

Operates snowplows, trucks, road sanders, chain saws and other vehicles and equipment, as needed;

Supervises the preservation and maintenance of walkways, curbs, driveways, parking lots, etc.;

Maintains inventory of equipment and supplies;

May maintain swimming pools including pumps and filters, when assigned and depending on work location;

May operate chemigation system for athletic field complex, strategizing plans for the replacement of ground covers, shrubs and trees, depending on work location and assignment;

May perform routine maintenance of athletic and/or playing fields (e.g., setting bases in ball fields, measuring and laying out fields, maintaining lighting, etc.), depending on work location and assignment;

May inspect and/or clean catch basins, grates and other storm sewer systems, when assigned and depending on work location.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the maintenance of lawns, ground cover, shrubs and trees including feeding, pruning and disease and insect control; good knowledge of materials and tools used in the maintenance of appurtenances to grounds and in the preventive maintenance of equipment and tools; working knowledge of routine maintenance and upkeep of athletic and/or playing fields; working knowledge of maintenance techniques related to storm sewer systems (e.g., catch basins, grates, etc.)**; ability to plan and schedule work; ability to supervise the work of others; ability to understand and carry out moderately complex oral and written directions; ability to prepare reports.

(over)

MINIMUM QUALIFICATIONS: Five (5) years of experience in landscaping, grounds maintenance, or related field, one (1) year of which must have involved the direction of others. Unskilled laboring work will not be qualifying experience except as indicated in Note 3 below.

NOTES:

1. Completion of high school, vocational or technical institute courses appropriate to Horticulture or comparable sciences may be substituted for three (3) years of the required experience.
2. A Bachelor's degree or higher in a course of study directly applicable to groundskeeping shall be deemed fully qualifying.
3. Unskilled laboring work may be substituted for up to two (2) years of the required experience if such work was varied and included the maintenance of grounds and/or recreation areas, preventative maintenance of tools and equipment, etc.

SPECIAL REQUIREMENTS:

1. **WHEN EMPLOYED IN THE COUNTY OF ROCKLAND:** At the time of appointment and periodically throughout the course of employment, the appointing authority shall verify possession of a valid driver's license appropriate for the kind and size of vehicle to be driven.

WHEN EMPLOYED IN A TOWN OR LOCAL MUNICIPALITY: When required to operate a motor vehicle, must possess a valid driver's license appropriate for the vehicle to be operated. The appointing authority shall have the responsibility for the verification of the driver's license which may be checked throughout the course of employment in this title.

2. Incumbent may apply pesticides and other such controlled chemicals only if:
 - a) they have a valid and appropriate Pesticide Applicator's certification issued by the NYS Department of Environmental Conservation; or
 - b) they do so under the direct supervision of a certified applicator.

Definitions, guidelines, restrictions, etc. are specifically defined in Part 325, Application of Pesticides, Rules and Regulations, NYS Department of Environmental Conservation.

3. If the above is applicable to their jurisdiction, it shall be the responsibility of the appointing authority to ensure any and all pertinent rules, regulations, requirements, etc. of local, state or federal agencies are strictly adhered to.
4. It shall not be a mandatory requirement of a Groundskeeper II to possess a pesticide certification.

PROMOTION: Two (2) years permanent status as a Groundskeeper I.

*This reflects a retitling of Head Groundskeeper II and Groundskeeper II (County).

**To be demonstrated during the probationary period.