

# SEMINOLE COUNTY PUBLIC SCHOOLS

## Job Description

### MECHANIC, Landscape and Grounds Crew Leader

#### QUALIFICATIONS

- High School Diploma or equivalence or Florida Special Diploma.
- Five (5) years verifiable experience landscaping and grounds maintenance.
- Class "D" or "E" driver's license required upon start date.
- Ability to read and comprehend construction landscaping and irrigation drawings and details.
- Possession of a valid Florida Lawn and Ornamental Pesticide License.
- Ability to physically perform responsibilities listed below.
- Knowledge of technology as related to specific job functions.

**REPORTS TO** Division Supervisor

**SUPERVISES** No supervisory duties

### POSITION GOAL

*To ensure District grounds and irrigation systems are properly maintained and present an aesthetic and positive image of District sites.*

### PERFORMANCE RESPONSIBILITIES

1. \* Operate various types of grounds equipment, trucks and trailers.
2. \* Apply unrestricted pesticides and fertilizers on an as needed basis.
3. \* Service, clean and perform minor repairs and preventative maintenance on equipment and tools.
4. \* Maintain accountability and inventory for assigned tools and equipment.
5. \* Use various landscaping hand tools and equipment.
6. \* Perform heavy lifting, throwing, and digging.
7. \* Perform tree trimming, landscaping, minor irrigation repairs and sodding tasks .
8. \* Plan daily maintenance of sites in areas of assigned responsibility.
9. \* Coordinate and oversee the work performed by laborers in assigned crew.
10. \* Provide input to Division Supervisor on assigned crew laborers performance for evaluation purposes.
11. \* Assist in estimating and planning landscaping and site projects.
12. \* Accurately and promptly document labor hours and materials expended on assigned tasks
13. \* Identify and report to Supervisor repair needs and safety discrepancies when observed at facilities.
14. \* Able to safely operate and work from ladders, scaffolding, platforms and personnel lifts.
15. \* Assist in the design and specification of landscaping and verifying the performance of work completed under purchase order contracts.
16. Perform other duties as assigned by the Division Supervisor.

*\*Denotes essential job function/ADA*

### TERMS OF EMPLOYMENT

**PAY GRADE**

District Salary Schedule  
**D-06 \$34,401 - \$61,091**  
 M-12 D-258 H-2064

**POSITION CODES**

PeopleSoft Position **Multiple**  
 Personnel Category **18**  
 EEO-5 Line **50**

Function **Vary**  
 Survey Code **79036**  
 Job Code **1650**

**ADA CODES**

2 **Very Heavy Work**  
 3 **B through V**  
 4 **C / E - H / J - K**

**BOARD APPROVED**

**April 8, 1997**