

# Job Description

Position Title: Maintenance Technician 1, Grounds

Job Family: Facilities

Job Type: Support & Service - Entry

FLSA Status: Non-Exempt

Salary Grade: 01

## Position Summary:

The Grounds Maintenance Technician 1 takes care of the lawn and gardens for the College's campuses. Performs all grounds upkeep including trimming trees and shrubs and pulling or eliminating weeds. Reseeds, mows, and maintains irrigation system for lawns and blows debris off walkways. Completes all assigned work orders.

## Essential Duties and Responsibilities:

Examples of key duties are interpreted as being descriptive and not restrictive in nature. Incumbents routinely perform approximately 80% of the duties below.

1. Provides care for lawns, shrubs, trees, and flowers to enhance the curb appeal for campus grounds.
2. Assesses and removes hazards or obstructions for campus safety.
3. Daily maintains, inspects, and performs repairs on tools and equipment for top performance.
4. Clears and beautifies all entries and parking lots, operating power tools and hand tools.
5. Clears fallen limbs and trees, removes dangerous wildlife, and replants grass in needed areas.
6. Performs all other duties and responsibilities as assigned or directed by the supervisor.

## Knowledge, Skills, and Abilities:

1. Knowledge of skilled trades expertise required to complete assigned responsibilities for the position
2. Skill in effective communication (both written and oral)
3. Skill in performing a variety of duties, often changing from one task to another of a different nature
4. Skill in groundskeeping and landscape maintenance
5. Ability to adapt and maintain professional composure in emergent and crisis situations
6. Ability to operate relevant equipment required to complete assigned responsibilities for the position

## Supervision:

- Not responsible for supervising the work of others.

## Independence of Action:

- Work is routinely monitored by supervisor/manager; detailed instructions and procedures are generally provided.

## Competencies:

Competencies are the actions and behaviors that can be observed as to how work gets done that supports the College's values and strategic objectives.

- **Organizational Culture:** Provides an opportunity to impact the organizational culture of Pima Community College by both acknowledging the College's past and helping to chart its future.

## Minimum Qualifications:

Candidates/incumbents must meet the minimum qualifications as detailed below.

- High school diploma or GED required.
- Vocational or technical training in landscaping or grounds keeping or a closely related field may be required or preferred.
- Zero (0) to One (1) year of related experience with grounds keeping required.
- One (1) to three (3) years of related experience with grounds keeping preferred.

## Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the key duties and responsibilities of this job. **Reasonable accommodations may be made to enable individuals with disabilities to perform critical tasks.**

- **Environment:** Work is performed primarily in an outdoor environment with staff contact and frequent interruptions.
- **Physical:** Primary functions require sufficient physical ability and mobility to work in a non-traditional work setting; to remain in a stationary position for prolonged periods of time; to occasionally position self to perform duties, including: traversing uneven surfaces, ascending/descending ladders, and working atop high surfaces; to move, transport, and/or position moderate to heavy (over 50 pounds) amounts of weight; to operate various equipment required to perform job; may be required to travel to other locations using various modes of private and commercial transportation; and to effectively communicate to exchange information. May be exposed to various hazardous conditions such as extreme heat, extreme cold, infectious disease, moving vehicles, electrical current, chemicals, tight spaces, or high places, moving mechanical parts, etc.
- **Vision:** Ability to see in the normal visual range with or without correction.
- **Hearing:** Ability to hear in the normal audio range with or without correction.

**Special Conditions of Employment:**

- Pre-employment background check
- DMV Check/Current and Valid AZ Driver's License
- Some evening or weekend work duties