

Senior Grounds Keeper Tompkins County

Department: Various Agencies under Tompkins County's Jurisdiction

Classification: Non-competitive for all civil divisions per NYS CSC resolution 09/11/2006

Labor Grade: TC3 grade of G. Varies for other locations.

Approved: 11/2005

Revised: 10/06; 8/17

By: AF, Commissioner of Personnel

MINIMUM QUALIFICATIONS:

Graduation from High School or possession of a high school equivalency diploma and two years of grounds keeping or landscaping experience.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

SPECIAL REQUIREMENTS: Applicants must possess a valid New York State Class D motor vehicle operator's license at the date of appointment and maintain such license continuously for the duration of employment.

Successful candidates must obtain a New York State pesticide technician license within one year of appointment and a fully certified applicators' license within two years of appointment.

DISTINGUISHING FEATURES OF THE CLASS:

This position involves responsibility for the care and maintenance of grounds. Employees in this class also operate and maintain various types of motor vehicles and power equipment. Senior Groundskeepers work under minimal supervision of the Grounds Supervisor and are permitted to exercise independent judgment in carrying out the details of the work. Specific instructions may be given for new or unusual assignments. The incumbent may be required to supervise other Groundskeepers and the work of students. The incumbent will perform all related duties as required.

TYPICAL WORK ACTIVITIES:

- Maintains grounds by mowing, raking, cutting, rolling, reseeding and fertilizing lawns;
- Responsible for the maintenance of the athletic fields which includes replacing clay brink structures, striping the field, reseeding and field irrigation within the guidelines of the National Junior College Athletic Association;
- As the lead worker of a work group, supervision is exercised over the Groundskeepers and student workers;
- Plants and cares for trees, shrubs, and flowers;
- Operates and may perform routine maintenance on trucks, tractors, backhoes, mowers, rollers, tillers, chain saws, and other equipment;
- Monitors, maintains and calibrates the grounds equipment such as spreaders, sprayers, and strippers to ensure proper application rates;
- Installs and maintains grounds and recreational structures and features such as drainage areas and pipes, patio furniture, walls, exercise equipment, etc.;
- Removes snow and ice from walks, driveways, steps, and building entrances;
- Keeps grounds free of litter and debris;
- Collects and disposes of rubbish;
- Makes deliveries, loads and unloads materials and moves furniture and equipment;
- When not working as a Senior Groundskeeper, may do other maintenance or cleaning work.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Good knowledge of grounds maintenance practices and techniques;
- Working knowledge of the operation and maintenance of manual and mechanical equipment used in grounds maintenance and snow removal;
- Ability to follow oral and written instructions;
- Willingness to perform physical labor;
- Willingness to work in adverse weather conditions;

- Mechanical aptitude and dependability;
- Physical condition commensurate with the demands of the position.

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