



# ASSISTANT GROUNDWORKER

Class Code:  
419

Bargaining Unit: AMERICAN FEDERATION OF  
STATE, COUNTY AND MUNICIPAL EMPLOYEES  
UNION

CITY OF CARSON

Established Date: Jun 20, 2015

Revision Date: May 26, 2016

## SALARY RANGE

\$3,293.00 - \$4,193.00 Monthly

### CLASS DESCRIPTION:

#### Job Summary:

Under supervision, performs a variety of unskilled and semi-skilled grounds maintenance and landscape gardening duties such as mowing, irrigating and operating maintenance equipment and tools.

### ESSENTIAL DUTIES:

(These functions are representative and may not be present in all positions in the class. Management reserves the right to add, modify, change or rescind related duties and work assignments.)

#### Distinguishing Characteristics:

This is the entry, training level class in the Groundworker Job Series which consists of Assistant Groundworker, Groundworker I and Groundworker II. Incumbents in the Assistant Groundworker class perform unskilled or semi-skilled duties to assist other Groundworkers. This class is distinguished from the Groundworker I class by the performance of the more routine tasks and duties assigned to positions within the series. Since this class is typically used as a training class, employees may have only limited or no directly related work experience. As experience is acquired, the employee performs with less immediate supervision and becomes proficient by demonstrating those skills necessary to perform as a Groundworker I.

Incumbents in this classification must complete one year in this classification, must meet the minimum qualifications for Groundworker I and must meet the Job Series guidelines to promote to Groundworker I.

1. Assists in performing a variety of grounds maintenance duties in the care and upkeep of city parks, medians and landscape areas.

*Exhibit 4*

2. Assists in performing continuous maintenance duties such as mowing and edging lawns, watering and weeding lawns and gardens, trimming and pruning shrubs, hedges and trees.
3. Assists in performing project duties such as renovating City parks and ball diamonds.
4. Assists in planting, transplanting, removing, staking, fertilizing and cultivating grass, trees, bushes and flowers; assist in aerating, grading, renovating and seeding grass areas; assists in preparing soil for planting.
5. Assists in fabricating, installing and maintaining steps, guardrails, drains, drain boxes, concrete walkways, ramps, gates and fences.
6. Assists in performing general grounds clean up including removing litter and debris and cleaning paths and walkways.
7. Assists in operating a variety of grounds maintenance equipment and machines including lawnmowers, edgers, trimmers, blowers, saws and other hand and power tools; assists in maintaining tools, equipment and vehicles in clean and proper working condition.
8. Assists in maintaining, repairing, replacing or installing various types of irrigation systems or hardware such as heads, valves, solenoids, pipes, controllers, backflows, quick couplers, swings and electrical and hydraulic lines; assists in modifying irrigation systems as needed.
9. Assists in applying pesticides and herbicides for the control of pests and plant diseases.
10. Assists in placing street cones to divert traffic and maintain safe work areas.
11. Assists in maintaining records related to equipment operation and maintenance, service requests and other grounds maintenance activities.
12. Assists in operating trucks to carry equipment and crew; assists in operating a variety of tractors in hauling trash, dirt and rocks and in clearing and leveling park areas and roadways.
13. Performs related duties as required.

## **QUALIFICATIONS:**

A typical way to obtain the requisite qualifications to perform the duties of this class is as follows:

### **Education and/or Experience:**

Completion of high school or GED which ensures the ability to read and write at a level necessary for successful job performance. Some experience performing grounds maintenance or landscape gardening work is desirable.

### **Knowledge of:**

- Basic methods, equipment, materials and tools used in grounds maintenance work.
- Appropriate safety practices and procedures.
- Applicable sections of the California Vehicle Code.
- Basic characteristics and care of plants, trees and grass common to the area.
- Techniques for maintenance and installation of baseball diamonds and care of football fields.

- Plant diseases and pests and techniques for the control of plant diseases and pests.
- Maintenance, repair and installation of various types of irrigation systems.
- Basic record-keeping techniques.

**Skill and Ability to:**

- Learn to perform a variety of grounds maintenance work.
- Operate a variety of grounds maintenance equipment safely and efficiently.
- Learn to maintain tools, equipment and vehicles in clean and proper working condition.
- Learn to identify common park plants and trees.
- Learn to read and interpret landscape blue prints.
- Observe safety practices and procedures.
- Lift objects weighting up to 75 pounds.
- Perform heavy manual labor.
- Understand and follow oral and written directions.
- Observe legal and defensive driving practices.
- Establish and maintain cooperative and effective working relationships with others.

**License and/or Certificate:**

Possession of a valid California Class C driver's license. Employees in this classification will be enrolled in the Department of Motor Vehicles (DMV) Government Employer Pull Notice Program which confirms possession of a valid driver's license and reflects driving record.

**Special Requirements:**

Ability to pass a physical examination for strenuous/arduous labor.

**WORKING CONDITIONS:**

Employee accommodations for physical disabilities will be considered on a case-by-case basis. Positions in this class normally:

Require mobility to stand, stoop, reach, twist and bend.

Require mobility of arms to reach above shoulder level and dexterity of hands to grasp and manipulate small objects.

Perform work which involves the frequent lifting, pushing and/or pulling of objects which may

approximate 75 pounds and may occasionally weigh up to 100 pounds.

May be required to work in inclement weather without effective protection from sun, cold and rain.

May be required to respond to emergency call back.

May be required to work with harsh and toxic substances and hazardous materials.

May be required to wear a uniform, safety shoes, protective apparel including goggles, face

protectors, aprons and oxygen breathing apparatus.

May be required to work within enclosed spaces or at heights above ground level.  
May be required to work around loud noise.  
May be required to work around moving mechanical parts.  
May be required to work around electrical currents.  
May be required to work overtime after regular work hours, including weekends.

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