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| **Job Description** |
| **Job Title:** | Landscape Technician | **Location:** |  Headwaters Complex |
| **Department:** | Landscape Services / Facilities Operations | **Reports To:**  |  Supervisor-Landscape Services |
| **Division:**  | Administrative Services | **Pay Grade:**  | C06 |
| **FLSA Status:**  | Nonexempt |  |  |

**SUMMARY**

The purpose of this position is to maintain the college landscaping, irrigation systems, and grounds, to assist in related construction and landscaping projects, as well as grounds keeping tasks to maintain a safe and attractive environment.

# Essential Duties and Responsibilities

This list includes, but is not limited to the following:

* Mows and edges lawn areas with small power mowers, large riding frontline mowers, and edger.
* Operates front-end loaders, tractors, trucks, sweepers, forklifts, lift trucks and other grounds and maintenance equipment.
* Plants, transplants, fertilizes, mulches and waters lawns, shrubs, trees, bedding plants, and ground covers.
* Prunes, trims shrubs, trees and plants with appropriate hand tools or power trimmers.
* Prepares areas for lawn seed or laying sod.
* Performs weeding activities in ornamental beds with hand tools or rototiller.
* Rakes, sweeps and picks-up leaves, pine needles and other debris from lawns, shrub beds, walkways, curb lines and streets.
* Lays out, installs and repairs sprinkler or other irrigation and watering systems. Includes controllers, valves, pumps, control wires and related apparatus.
* Coordinates watering schedules via manual and computer controlled programs to ensure that irrigation layout and timing is efficiently designed and programmed to provide optimal water levels and to ensure that events on campus are not hindered
* Calibrates, mixes and applies pesticides, herbicides and fertilizers to manufacturer’s instructions.
* Patches asphalt, repairs concrete or assists in the pouring and finishing of concrete areas. Sets sign posts and paints and repairs outdoor benches and tables.
* Picks up trash, litter and debris in assigned areas by hand, vacuum, sweeper or power blowers.
* Uses hand and power tools associated with landscaping, along with chain saws, jackhammer, line trimmers, etc.
* Removes snow and ice from campus sidewalks, entryways and parking areas. Applies sand and de-ice as needed. Operates snow plow trucks or tractors.
* Repairs, cleans, and moves grounds related supplies and equipment.
* Moves furniture and sets-up offices, classrooms or other college spaces as directed.
* May instruct, lead or supervise temporary workers.
* Assists other Facilities Operations departments as directed.
* As required, will work a flexible schedule, including evenings, weekends and on-call status.
* Maintains a positive, helpful, constructive attitude and work relationship with supervisor, college staff, students and the community.

# Marginal Duties

* Performs other duties as assigned.

**REQUIRED MINIMUM QUALIFICATIONS**

The following requirements represent the minimum qualifications necessary for an individual to satisfactorily perform each essential duty and be successful in the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties.

**Education and Experience**

High school diploma or GED. A minimum of two years of full-time related experience, or an equivalent combination of related education, training, and/or experience. Must possess a valid driver’s license.

# Knowledge, Skills and Abilities

* Proficient in irrigation installation, repair, and scheduling in various irrigation programs.
* Ability to maintain a safe and productive environment.
* Ability to effectively present and speak one-on-one and in small group situations.
* Proficient skills in operating office equipment and a computer, including Microsoft Office
* Ability to read, write and speak in English.

# Physical Demands and Work Environment

The physical demands and work environment described here are representative of those that must be met or are encountered by an employee in the normal course of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical requirements and environment are typical of a facilities position that involves ongoing exposure to an outdoor or hazardous setting, with occasional or frequent exposure to potential or actual hazards (e.g., electricity, dangerous situations, potential for violence, exposure to chemicals, etc.) May include exposure to tools and equipment, inclement weather, general hazards typical of an outdoor setting, etc. Involves sitting, regular standing, walking, moving and frequently lifting objects between 10 and 25 pounds, occasionally lifting objects over 50 pounds, etc.

June 2022