



CITY OF COLLEGE PARK

Class Description

Job Title: Groundskeeper II

Reports To: Crew Supervisor (non-CDL)

FLSA Status: Non-Exempt

General Description

The purpose of this job within the organization is to perform a variety of manual and semi-skilled activities in order to maintain City grounds, trees, and right of way areas to achieve a functional and pleasant outdoor environment.

This position is considered essential during times of emergency and incumbents must be willing and able to work long shifts in adverse conditions. May be required to report for duty on short notice or remain on duty for longer than the normal shift.

This job works under close supervision according to set procedures.

Duties and Responsibilities

The functions listed below are those that represent the majority of the time spent working in this job. Management may assign additional functions related to the type of work of the job/class as necessary.

Essential Functions:

Prunes trees, shrubs and perennials with pruning equipment.

Plants and maintains various forms of vegetation, including flowers, trees, bushes, and grass.

Applies pesticides using proper application techniques and equipment.

Weeds, waters and mulches in accordance with approved techniques.

Uses manual garden tools such as shovels and rakes; and power tools such as weed eaters, mowers, blowers, and other landscape maintenance equipment.

Lifts, drags, and moves heavy objects such as trees, log sections, brush, and large plants.



Operates vehicles and equipment such as water truck, pickup truck, dump truck, skid loader, chain saw, power pruning tools, and hand operated garden tools.

Additional Duties:

Leads the work of subordinate crewmembers, ensuring adherence to proper safety practices and sound activity procedures and techniques.

Assists in snow removal activities, using shovels, blowers, plows, trucks, or other manual and mechanical equipment.

Performs related work as assigned.

Responsibilities, Requirements, and Impacts

Data Responsibility:

Data Responsibility refers to information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization, and mental creation. Data are intangible and include numbers, words, symbols, ideas, concepts, and oral verbalizations.

Copies, transcribes, enters or posts data or information.

People Responsibility:

People include co-workers, workers in other areas or agencies and the general public.

Gives information, guidance, or assistance to people which directly facilitates task accomplishment; gives instructions or assignments to crew members.

Asset Responsibility:

Assets responsibility refers to the responsibility for achieving economies or preventing loss within the organization.

Requires some responsibility for achieving minor economies and/or preventing minor losses through the handling of or accounting for materials and supplies.

Mathematical Requirements:

Mathematics requires the use of symbols, numbers and formulas to solve mathematical problems.

Uses basic addition and subtraction, such as making change or measuring.



Communications Requirements:

Communications involves the ability to read, write, and speak.

Reads routine sentences, instructions, regulations, procedures or work orders; writes routine sentences and completes routine job forms and incident reports; speaks routine sentences using proper grammar.

Judgment Requirements:

Judgment requirements refer to the frequency and complexity of judgments and decisions given the stability of the work environments, the nature and type of guidance, and the breadth of impact of the judgments and decisions.

Responsible for guiding others, requiring a few decisions, affecting the individual and a few co-workers; works in a stable environment with clear and uncomplicated written/oral instructions, but with some variations from the routine.

Complexity of Work:

Complexity addresses the analysis, initiative, ingenuity, concentration and creativity, required by the job and the presence of any unusual pressures present in the job.

Performs semi-routine work, following procedures, with occasional problems; requires normal attention for accurate results.

Impact of Errors:

Impact of errors refers to consequences such as damage to equipment and property, loss of data, exposure of the organization to legal liability, and injury or death for individuals.

The impact of errors is moderate – affects those in work unit.

Physical Demands:

Physical demands refer to the requirements for physical exertion and coordination of limb and body movement.

Performs medium to heavy work that involves walking, standing, stooping, lifting, digging, pushing and raising objects and also involves exerting between 20 to 50 pounds of force on a regular and recurring basis and 50 to 100 pounds of force on an occasional basis.

Equipment Usage:

Equipment usage involves responsibility for materials, machines, tools, equipment, work aids, and products.



Handles or uses machines, tools, equipment or work aids involving some latitude for judgment regarding attainment of a standard or in selecting appropriate items.

Unavoidable Hazards:

Unavoidable hazards refer to the job conditions that may lead to injury or health hazards even though precautions have been taken.

Involves routine and frequent exposure to traffic and moving machinery.

Safety of Others:

Safety of others refers to the level of responsibility for the safety of others, either inherent in the job or to ensure the safety of the general public. (Does not include safety of subordinates).

Requires responsibility for the safety and health of others and for occasional enforcement of the laws and standards of public health and safety.

Minimum Education and Experience Requirements:

Requires High School graduation or GED equivalent. Minimum of four years of commercial landscape maintenance experience in the temperate zone that includes team/crew leadership is required.

Special Certifications and Licenses:

Valid Class B CDL with airbrake and tanker endorsements with clean driving record required.

MD registered pesticide technician required within six months of employment.

Americans with Disabilities Act Compliance

The City of College Park, MD is an Equal Opportunity Employer. The Americans with Disabilities Act (ADA) requires the City to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.