

NEWPORT-MESA UNIFIED SCHOOL DISTRICT

CLASS TITLE: GROUNDS EQUIPMENT OPERATOR

BASIC FUNCTION:

Under the direction of an assigned Maintenance and Operations Manager, operate and maintain a variety of power equipment and vehicles involved with District grounds construction and maintenance activities; perform grounds maintenance and gardening duties.

REPRESENTATIVE DUTIES:

Operate and maintain a variety of power grounds equipment such as large gang mowers, sweepers, power edgers and trimmers, chainsaws, forklifts, trucks and tractors. *E*

Service large field mower; check, adjust, lubricate and clean equipment; perform minor repairs as needed; assure cutting blades are properly functioning. *E*

Maintain routine records and reports related to equipment, parts and work performed. *E*

Prepare large athletic fields; line athletic fields; mow, fill and level field surfaces. *E*

Perform a variety of grounds maintenance duties as assigned; clean roof drains; weed landscaped areas; rake leaves; trim trees; clear debris; shovel dirt and sand. *E*

Transport and set-up chairs, risers and other equipment used for special events; move furniture as assigned. *E*

Communicate with other departments, staff and outside agencies concerning equipment and repairs. *E*

Participate in weed and insect abatement as assigned.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Methods, materials, tools and large power equipment used in grounds maintenance and gardening work.

Proper operation and routine maintenance of large power grounds equipment.

Ref. 8.a

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Health and safety regulations.
Basic record-keeping and report writing techniques.
Proper methods of storing equipment and supplies.

ABILITY TO:

Operate and maintain a variety of large power grounds equipment and tools.
Perform a variety of grounds maintenance and gardening work.
Understand and follow oral and written instructions.
Work cooperatively with others.
Maintain routine records and prepare reports related to work performed.
Observe health and safety regulations.
Establish and maintain cooperative and effective working relationships with others.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and two years experience in grounds maintenance work including some experience working on grounds equipment.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

Valid Class A California Driver's License with no restrictions for driving with air brakes. This license must be acquired within the six-month probationary period.

WORKING CONDITIONS:

ENVIRONMENT:

Outdoor environment
Driving a vehicle to conduct work.
Seasonal heat and cold or adverse weather conditions.
Exposure to dust, fumes and pollen.
Noise from equipment operation.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate assigned tools and equipment.
Hearing and speaking to exchange information.
Seeing to perform assigned duties.
Walking over rough or uneven surfaces.

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Climbing ladders.
Sitting for extended periods of time.
Lifting, carrying, pushing or pulling moderately heavy objects.
Bending at the waist, kneeling or crouching.
Reaching overhead, above the shoulders and horizontally.
Heavy physical labor.
Digging.

HAZARDS:

Working around and with machinery having moving parts.
Fumes from vehicle and equipment operation.
Driving a vehicle during adverse weather conditions.
Working on ladders.

Ref. 8.c

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