



Gardner I/II

Class Code:
602,603

DEFINITION

Under supervision (Gardner I) or general supervision (Gardener II) of the General Facilities Supervisor, learns and performs a variety of tasks, physical in nature, related to the installation and maintenance of landscaped areas around structures and the improvement and maintenance of grounds at other District properties; the Gardener II may lead the work of less-experienced Gardeners and may assist others with the performance of more general maintenance tasks; and performs related work as required

DISTINGUISHING CHARACTERISTICS

Gardener I is the entry-level class in the Gardener series. Under close to general supervision, within a framework of established policies and procedures, incumbents learn and perform landscaping, maintenance methods, safe operation of a variety of tools and equipment, and perform routine gardening and grounds maintenance work that is primarily physical in nature. Assignments are given in specific terms and are subject to frequent review while in progress and upon completion by the General Facilities Supervisor, Gardener III, and/or Gardener II. There is limited latitude for independent judgement and action in well-defined areas of work.

This classification is distinguished from the experienced, journey-level Gardener II class by the routine nature and limited complexity of work assignments and the level of supervision received. The Gardener I and II classifications are flexibly staffed. Upon recommendation of the immediate supervisor and approval by the department manager, incumbents in this class may advance to the Gardener II classification after two (2) years at the first level and receiving a performance rating of at least "meets requirements" overall on the most recent evaluation and demonstrated proficiency in the job requirements of the Gardner II classification.

Gardener II is the experienced, journey-level class in the Gardener series. Under general supervision, within a framework of established policies and procedures, incumbents are fully competent to perform a full range of skilled tasks related to the installation and maintenance of landscaped areas around structures and the improvement and maintenance of other property sites; may lead the work of less-experienced Gardeners; and may assist others with the performance of more general maintenance tasks. Assignments are given in general terms and are subject to periodic review while in progress and upon completion by the General Facilities Supervisor. There is general latitude for independent judgment. and action in well-defined areas of work.

This classification is distinguished from the advanced, journey-level Gardner III class which is responsible for performing the most skilled gardening and grounds keeping duties and provides supervision or serves in a lead capacity to less experienced staff. This classification is further distinguished from the General Facilities Supervisor classification in that the latter classification is a supervisory class responsible for the overall maintenance and repair of District buildings.

TYPICAL DUTIES

TYPICAL EXAMPLES OF DUTIES MAY INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

- Sweeps, rakes, picks up, and disposes of leaves, litter, and other debris; cleans drains.
- Clears areas around facilities of weeds and brush.
- Prunes a variety of trees, shrubs, and hedges.
- Maintains and repairs irrigation systems; irrigates planted areas according to an established schedule and installs irrigation and drainage systems.
- Mows and performs general maintenance of lawn and other ground covers.
- Prepares and fertilizes soil for planting; plants, cultivates, and maintains lawns, flower beds, seedlings, hedges, shrubs, and trees; work includes transplanting seedlings, shrubs, and trees.
- Uses a variety of hand and portable power tools in the performance of work; performs simple adjustments as needed; observes proper safety procedures and rules related to the use of tools and equipment.
- Maintains work site in a safe condition.
- Keeps simple records of hours worked, work performed, and equipment and materials used; makes verbal reports of conditions and work performed.
- Assists in spraying for the control of weeds, insects, and plant diseases.
- Drives a truck, small tractor, spray rig, or other motorized equipment incidentally in the performance of work.
- May assist other classifications in the performance of more general maintenance tasks as needed.
- May be required to perform homeless camp abatement.
- Cleans, oils, repairs, adjusts, and safely uses hand or power tools; safely operates tractor with mower and attachments as required to cultivate plantings, control weeds, or perform other landscaping tasks.
- Performs other related work as required.

REQUIREMENTS

Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be the equivalent of:

Education and Experience:

Possession of high school diploma or its equivalent; and

Gardener I: One (1) year of landscape and/or construction experience is desirable

Gardener II: Two (2) years of full-time experience equivalent to that of a Gardner I within the District. A two (2) year course in horticulture or related field at a technical or trade school may be substituted for required experience on a year-for-year basis for up to one year of experience.

Knowledge, Skills, and Abilities:

Knowledge of: basic methods, tools, material and equipment used in landscaping and grounds maintenance; arithmetic and common measurements sufficient to calculate proportions, square footage and volume; safe work practices and operation of power tools and equipment; good public relations etiquette.

Skill and Ability to: perform heavy manual labor; safely operate a variety of hand and power tools; safely use gardening chemicals; learn and effectively apply gardening, grounds maintenance and landscaping methods, materials and techniques ; understand and carry out verbal and written instructions; read labels, signs, and gardening diagrams ; maintain simple records and make verbal reports; communicate courteously with the public; establish and maintain effective working relationships with those contacted in the course of the work; and perform the essential functions of the job without causing harm to self or others.

Gardener II: *(In addition to the above)*

Working knowledge of: modern methods, techniques, materials, and equipment used for landscaping and grounds maintenance work; arithmetic and common measurements sufficient to calculate proportions, square footage, and volume; plant pests and diseases and methods of control and eradication; water line and irrigation system installation, maintenance, and repair and familiar with various species of plants and their required care.

Skill and Ability to: perform skilled landscape and grounds maintenance methods including tree trimming and sprinkler system installation and repair; safely operate a variety of hand and power tools and equipment; work independently in the absence of supervision; perform mathematic calculations, including the use of proportions; recognize common plants, shrubs, trees, plant diseases, and insect pests; and provide direction and guidance to less experienced Gardeners; communicate clearly and concisely, both orally and in writing; establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Additional Requirements:

- Must possess a valid California driver's license and maintain a satisfactory driving record.
- Qualified Applicator Certificate is desirable issued by CA Dept. of Ag.

Working Conditions/Physical Requirements:

The essential duties of this classification require the ability to work outdoors under various climatic and geographic conditions; to work in an environment with potential exposure to noxious plants; insects, noise, dust, allergens, chemicals, solvents, fumes, smoke, gases, grease, and oil; in confined spaces; on ladders and/or scaffolding; and around moving vehicles and hazardous equipment and machinery.

Gardner I/II

The essential duties of this classification require repetitive use of feet and hands to operate vehicles, equipment and tools; and the ability to: feel the attributes of objects by touch; verbally exchange ideas and information; hear to receive verbal detailed information and instruction; see at arms length to twenty feet with a good field of vision and the ability to distinguish basic colors; climb to work in high spaces; work in positions and spaces that may be awkward or difficult to access; stoop, kneel, crouch, reach, stand, and walk on a sustained basis; push, pull, lift and carry tools, equipment and objects that frequently weigh up to 90 pounds and occasionally up to 150 pounds; finger dexterity for fine manipulation and hand strength to operate and grasp tools and equipment.

Revised: 11/21

Approved: _____
Human Resources/Risk Manager