

AMHERST EXEMPTED VILLAGE SCHOOL DISTRICT
JOB DESCRIPTION

Title: LANDSCAPER **File 609**

Reports to: Supervisor of Buildings, Grounds, and Safety

Job Objectives: Provides technical expertise and manual skill in the care and preservation of the district's landscaped areas. Keeps the supervisor of buildings, grounds, and safety informed about maintenance concerns and emerging issues.

**Minimum
Qualifications:**

- High school diploma. Post-secondary training in grounds management or landscaping is desirable.
- Meets all mandated health requirements (e.g., a negative tuberculosis test, etc.).
- Documentation of a clear criminal record
- Complies with drug-free workplace rules and board policies.
- Knowledgeable about safety regulations and environmental laws.
- Ability to operate and perform routine maintenance on grounds keeping equipment.
- Ability to provide support for other maintenance/custodial activities in the district.
- Valid driver's license. Meets all prerequisite and ongoing qualifications to be covered by the district's insurance carrier.

**Responsibilities
And Essential
Functions:**

The following duties are representative of performance expectations. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.

- Functions independently, or leads work crews engaged in school district property landscape projects and tasks.
- Performs grounds maintenance activities, i.e., cutting, mowing, weed-eating, edging, blowing, planting foliage and mulching
- Performs shrubbery and tree maintenance activities, i.e., pruning limbs, shaping hedges, cutting branches
- Maintains landscaping including flower beds, lawns, trees, and shrubbery

- Maintains general appearance of exterior landscaping
- Performs gardening duties which include ground preparation, planting, cultivating, transplanting, weeding, pruning, watering, and fertilizing, flowers, plants, shrubs, trees, and other plant material; includes handling mulch, dumping materials from wheelbarrows and buckets as well as general clean up
- Safely operates and maintains various electric, gas and manually powered tools and equipment, i.e., saws, sprayers, air compressors, mowers, blowers, weed-eaters, hedge trimmers.
- Assists with various facilities and trades staff in maintenance and repair tasks within scope of abilities.
- Ensures cleanliness, order, and environmentally safe conditions of district property; addresses safety concerns in a time efficient manner; reports real or potential maintenance/repair needs.
- Performs cleanup and work site restoration activities, i.e., disposing waste and debris.
- Assists in the repair and replacement of pipes, posts, tiles, and signs
- Assists in the installation and maintenance of drainage and irrigation systems.
- Works from ladders and scaffolding of various heights as needed to complete duties.
- Empties trash cans and picks up exterior trash
- Performs other job related duties as assigned

**Abilities
Required:**

The following characteristics and physical skills are important for the successful performance of assigned duties.

- Demonstrates professionalism and contributes to a positive work environment.
- Performs prescribed activities efficiently with limited supervision.
- Reacts productively to interruptions and changing conditions.
- Effectively uses verbal, nonverbal, writing, and listening skills.
- Completes paperwork accurately. Verifies and correctly enters data.
- Maintains an acceptable attendance record and is punctual.

**Supervisory
Responsibility:**

Under the direction of the supervisor of buildings, grounds, and safety provides instructions and monitors assigned staff, temporary employees, and trainees. Promotes teamwork and helps staff as needed to successfully accomplish delegated duties.

**Working
Conditions:**

Exposure to the following situations may range from remote to frequent based on circumstances and factors that may not be predictable.

- Duties may require balancing, bending, climbing, crouching, kneeling, reaching, standing and working at various heights.
- Duties may require lifting, carrying, and moving work-related supplies/equipment.
- Duties may require operating and/or riding in a vehicle.
- Duties may require traveling to meetings and work assignments.
- Duties may require operating power-driven equipment.
- Duties may require wearing protective clothing and using safety equipment.
- Duties may require working extended hours.
- Duties may require working under time constraints to meet deadlines.
- Potential for exposure to adverse weather conditions and temperature extremes.
- Potential for exposure to air-borne particulates, chemical irritants, combustible materials, electrical hazards, equipment vibrations, noises, and odors.
- Potential for blood-borne pathogens and communicable diseases.
- Potential for interaction with disruptive and/or unruly individuals.

**Performance
Evaluation:**

Job performance is evaluated according to the policy provisions adopted by the Amherst Exempted Village School District Board of Education.

The Amherst Exempted Village School District Board of Education is an equal opportunity employer offering employment without regard to race, color, religion, gender, national origin, age, or disability. This job description summary does not imply that these are the only duties to be performed. This job description is subject to change in response to funding variables, emerging technologies, improved operating procedures, productivity factors, and unforeseen events.

No portion of this job description shall supersede the Master Agreement between the OAPSE Chapter 208 and the Amherst Exempted Village School District Board of Education and applicable state or Federal laws. Any changes in working conditions applicable to the current agreements shall be subject to negotiations at the demand of either party.