

**CITY OF SANTA CLARA, CALIFORNIA
CLASS SPECIFICATION**

TITLE: GROUNDS MAINTENANCE WORKER I (JOB CODE 485A)

DEPARTMENT	ACCOUNTABLE TO	FLSA STATUS
Parks & Recreation	Various	Non-Exempt

CLASS SUMMARY

This is a terminal classification. “Terminal” means that no new employees may be hired, rehired and/or promoted into this classification.

TYPICAL DUTIES

Specific job duties of this position may not be included in the list below, nor do the examples cover all duties, which may be performed.

Under immediate supervision:

- Performs construction and maintenance of public landscaped areas
- Assists in the pruning and spraying of trees
- Fertilizes, waters, weeds, sprays, edges, and mows lawns and groundcovers
- Fertilizes, waters, sprays, and prunes trees, shrubs, and groundcover
- Sweeps and cleans recreation buildings, kitchens, offices, and rest rooms
- Cleans bicycle racks, barbecue areas, walls, and windows
- Rakes leaves
- Makes repairs on sprinklers, water systems, drinking fountains, and buildings
- Rakes and shovels sand around playground equipment
- Operates trucks, tractors, power mowers, power edgers, power shears, trenchers, power vacuums, manual and power spray equipment, rototillers, air compressors and pneumatic tools, hydraulic pruning tools, sod cutters, aerators, floor maintenance machines, chain saws, brush chippers, forklifts, and related equipment
- Assists in scraping, caulking, and painting park buildings and equipment
- Drags, waters, and marks baseball diamonds, and other recreation areas
- Performs heavy physical work
- Performs other related duties as assigned

MINIMUM QUALIFICATIONS

EDUCATION AND EXPERIENCE

Minimum Requirements:

- Graduation from high school or possession of a G.E.D.; and
- One (1) year recent experience in grounds, landscape, street, water/sewer, building maintenance, or in construction.

LICENSE AND CERTIFICATES

- Possession of an appropriate, valid California Class C driver's license is required.
- For positions within the Street Department, possession of a California Department of Food and Agriculture Qualified Applicator Certificate (QAC) in at least category B, C, or F is required prior to completion of the probationary period; certification in categories B, C, and F

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is desired. For Grounds Maintenance Worker I positions in other departments, the QAC is desirable.

OTHER REQUIREMENTS

- Incumbents of this classification may be subject to drug and/or alcohol testing as mandated by federal regulations
- May be required to work odd and unusual hours on regular assignments and to respond to public hazards involving landscaping and street trees
- Must be able to perform all of the essential functions of the job assignment

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Tools, equipment and procedures used in landscape construction and maintenance
- Environmental and safety practices, procedures and standards

Ability to:

- Perform landscape construction and maintenance work
- Operate landscape construction and maintenance equipment
- Make minor equipment repairs and adjustments
- Follow oral and written instructions
- Communicate effectively, both orally and in writing
- Work in a team-based environment and achieve common goals
- Establish and maintain a cooperative working relationship with those contacted in the course of work, including the general public
- Walk or stand for extended periods of time
- Perform heavy physical labor including the lifting of up to 50 lbs. of static weight
- Bend, stoop, reach, carry, crawl, climb, and lift as necessary to perform assigned duties
- Effectively handle multiple priorities, organize workload, and meet strict deadlines

SUPPLEMENTAL INFORMATION

SUPERVISION EXERCISED

May assist in the training of new personnel.

SUPERVISION RECEIVED

Works under the immediate supervision of Grounds Maintenance Worker II and III, , Senior Tree Trimmer, Park Foreman/Forewoman, Landscape Foreman/Forewoman, or other supervisor as assigned.

CLASSIFICATION HISTORY

Established 11/2006; Rev. 02/2025