

**SALISBURY HIGH SCHOOL**  
**JOB DESCRIPTION**

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**JOB TITLE:** SALISBURY CAMPUS MAINTENANCE WORKER

**DEPARTMENT:** MAINTENANCE AND OPERATIONS

**REPORTS TO:** SALISBURY HIGH SCHOOL ADMINISTRATOR

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**DEFINITION:**

Under supervision, to perform general and varied grounds maintenance and gardening work, maintains school buildings, equipment and facilities and other related work as required.

**EXAMPLES OF DUTIES:**

Essential skilled and semi-skilled duties and responsibilities include the following:

- Picks up rubbish and paper and does general grounds cleaning;
- Mows, edges, trims, and prunes landscaped areas.
- Prepares and fertilizes soil; plants lawns, trees, shrubs, hedges, flowers, and a variety of other plants; hoes, weeds, and rakes lawns.
- Sweeps and picks up paper and other debris from walks and driveways.
- Prunes shrubs and trees to shape and improve growth.
- Waters landscaped areas by hand or by operating a sprinkling system.
- Spray ground areas with insecticides and herbicides, and building areas to rid the building of insects and other pests.
- Moving and arranging of bleachers, furniture, and a variety of other equipment for special events.
- Preparation, lining, and marking of athletic event areas.
- Load a light truck with trimmings and trash, and may drive it to a trash disposal area.
- Hauls sand, dirt, sawdust, and other materials utilized in the improving of landscaped areas.
- Perform a variety of unskilled work involved in the erecting and repairing of fences and athletic field fixtures.
- Installation, maintenance, and repair of sprinkling and irrigation systems.
- Operates a variety of light grounds maintenance equipment, such as lawn mowers, edgers, lawn vacuums, and sweepers.
- Maintain swimming pool.
- Operates dump truck loading and hauling to city dump.
- Sweeps, mops, waxes and scrubs floors;
- Dusts, waxes, washes, and polishes furniture and woodwork;
- Empties and cleans waste receptacles;
- Washes windows and walls;
- Cleans restrooms;
- Sweeps sidewalks and areas around building;
- Moves and arranges furniture and equipment;

- Cleans fountains; polishes metal work;
- Replaces light bulbs and replenishes supplies;
- Checks lights and locks on doors and windows;
- Makes minor repairs and reports the need for other repairs;
- Takes care of equipment and materials used in custodial work;
- Operates power cleaning equipment;
- May paint or do other miscellaneous maintenance work as directed.
- Assists in planting lawns, trees and shrubs; rakes leaves and lawns;
- Does other general utility work such as loading and unloading trucks, setting up bleachers, building fences, and lining, grading and preparing athletic fields; repairs and replaces sprinkler systems; cleans drains; does minor black top and cement work.
- Conducts and maintains record of monthly fire extinguishers

### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform the essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

#### **KNOWLEDGE OF:**

- Equipment, tools, terms and methods used in plant and grounds maintenance and in custodial maintenance.
- Methods, supplies and tools used in planting, cultivating and caring for lawns and fields; pest and weed control chemicals, materials and techniques; methods, materials and equipment used in grounds maintenance and athletic field maintenance; general safety procedures and practices; hand and power tools and equipment used in grounds maintenance work and field preparation.
- Design and layout of garden and landscaping projects.

#### **ABILITY TO:**

- Perform heavy manual labor.
- Properly use tools for custodial, building and grounds maintenance work including power mowers, edgers, trimmers, sweepers, chain saw, and other equipment and tools as needed.
- Remove tree stumps, limbs, clippings and other debris.
- Keep school and/or other District grounds clean; sweep sidewalks and pick up paper, rubbish and other debris and operate blower.
- Drive a pickup truck, dump truck, tractor and/or gang mower as assigned.
- Assist in the design and layout of garden and landscaping projects.
- Follow oral and written instructions.
- Establish and maintain effective working relationships with students, teachers, public and other District staff.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- Persons performing service in this position classification will exert 75 to 100 pounds of force frequently to lift, carry, push, pull, or otherwise move objects.
- This type of work may involve ascending and descending ladders, stairs, scaffolding, and ramps, and will involve walking or standing for extended periods.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate equipment and use hand tools, and handle and work with various materials and objects are important aspects of this job.
- Exposure to hot, cold, wet, humid, or windy conditions caused by weather may occasionally be experienced.

## **ENVIRONMENT**

- Work environment – indoors and outdoors.
- Temperature – normal climate, occasional adverse weather conditions.
- Chemical exposure – occasional: fertilizers, herbicides, pesticides, gasoline, oil solvents.
- Noise/vibrations – frequent: mower, blower, generator, jackhammer and chipper.
- Fumes/gases/odors – occasional: gasoline, oil, chemicals, and solvents.
- Dust – frequent: blower, sander, and concrete.
- Work surfaces – grass, asphalt, concrete and rough terrain.

## **EXPERIENCE AND EDUCATION**

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

### **EXPERIENCE:**

One year of paid experience in plant and grounds maintenance or gardening work or other related paid work experience.

### **EDUCATION**

Equivalent to the completion of high school.

## **LICENSE REQUIREMENT**

Possession of a valid California Motor Vehicle Operator's License.