

**Job Title:** Grounds Hardscape Specialist  
**Department:** Physical Facilities & Maintenance  
**Reports To:** Maintenance Director II  
**FLSA Status:** Non Exempt  
**Salary Schedule:** MN lane 07



## **SUMMARY**

As directed by the Maintenance Director, the Grounds Hardscape Specialist is responsible for organizing and managing concrete projects, maintaining hardscape features, and repairing playground equipment components. The Specialist is also responsible for maintenance and care of concrete and asphalt hardscape play areas and other outdoor physical features. The Grounds Hardscape Specialist will assist in landscape and sprinkler system installations and renovations and assist the mow crews as needed.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** *may include the following. Regular, reliable worksite attendance and timeliness is an essential job function to perform the essential duties and responsibilities of the position. While this job description attempts to outline all essential duties of the position, the description is not a contract and the job functions are subject to change at the organization's discretion. Other duties may be assigned.*

Organizes and lays out concrete projects. Maintains, repairs, and replaces concrete.

Supervises other grounds employees on larger concrete projects.

Uses welding equipment to maintain fencing, gates, and other hardscape features.

Orders and replaces damaged playground equipment components.

Maintains concrete and asphalt hardscape play areas and other outdoor physical features.

Performs work plans and specifications as assigned by the Ground Supervisor through verbal communication and work orders.

Applies basic safety procedures in order to perform duties in such fashion as to avoid injury to self and others, particularly school children.

Loads excavating, and other equipment through use of trucks and equipment trailers, competently. Secures said equipment and safely navigates through traffic in order to deliver equipment to various job sites.

Cleans and services all equipment under the direction of the Head Maintenance Mechanic and Maintenance Director.

Assists the Maintenance Director in directing tree work including pruning, staking, installing tree replacements, repairing and upgrading tree irrigation, chipping and shredding branches, and transporting the material for disposal.

Operates the following tools and equipment, competently and safely:

- Concrete power trowels, floats, jack hammers, plate compactors, jumping jack compactors, concrete coring tools, and other concrete hand tools.
- Welders, including MIG (GMAW) and Stick (SMAW), cutting torches, angle grinders, drill presses, and bandsaws.
- Chipper shredders, chainsaws, and powered hedge trimmers
- Tractors equipped with front-end loader, three point hitch and power take-off
- Backhoe, loader, skid-steer loader, trencher, and hole auger attachments
- Parking lot sweepers, land planes, power and tow behind lawn aerators, fertilizer spreaders, grass seeders, industrial air compressors, heat generating-pump operated-asphalt crack sealers, compressed air powered jack hammers, gas power hedge shears string trimmers and air blowers, shovels, rakes, and all hand tools
- Electric and battery powered saws, saws-alls, drills, and hammer drills

Assists other grounds employees in maintaining other landscaped areas, trees, sprinklers systems, play areas, fences, concrete, asphalt and all outdoor physical features of all district properties as needed.

### **SUPERVISORY RESPONSIBILITIES**

This job has no supervisory responsibilities.

**KNOWLEDGE, SKILLS, ABILITIES, AND QUALIFICATIONS** *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must demonstrate an acceptable level of maturity, good judgment, and emotional stability.*

Must be knowledgeable in the operation, maintenance, and basic repair of commercial grade equipment necessary to perform the essential duties.

Must be proficient in operating heavy equipment such as, but not limited, to backhoes, track hoes, and loaders.

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, procedure manuals and traffic signs. Ability to write routine reports and correspondence. Ability to speak and understand English and effectively communicate with the Irrigation Manager Specialist, Maintenance Director and other crew members. Ability to relay rules and instructions to coworkers, administration, and others.

Ability to calculate figures and amounts such as area, length, gallons, ounces, distance, and miles per hour.

Ability to apply common sense understanding to carry out essential duties of this position. Ability to carry out instructions furnished in written, oral, or diagram form. Ability to troubleshoot and solve problems involving concrete variables situations.

### **EDUCATION and/or EXPERIENCE**

High school diploma or general education degree (GED).

A required minimum of five years' experience in commercial construction including: reading blueprints and construction documents, concrete layout and organization, forming, and finishing concrete.

**CERTIFICATES, LICENSES, REGISTRATIONS**

Must have and maintain a valid Utah CDL License.

Must be a Certified Welder or have 5 years' experience in Mig and Stick welding. Must be Certified Playground Safety Inspector or become certified within 1 year of hire date.

**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 functions.*

While performing the duties of this job, the employee is regularly required to stand; walk; use hands and fingers to handle or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee frequently is required to sit and talk or hear. The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and color vision.

**WORK ENVIRONMENT** *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly exposed to outside weather conditions and extreme heat throughout the balance of the workday. Workday may entail up to ten hours. The employee is frequently exposed to moving mechanical parts, darkness, cold, risk of electrical shock or burns from hot equipment, and mechanical vibration. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; and toxic or caustic chemicals.

The noise level in the work environment is usually loud.

Prepared By: <b>Grounds Supervisor</b>		Date: <b>03/07/2018</b>	
Approved By: <b>Assistant Director, Human Resources</b>		Date: <b>03/07/2018</b>	
<input type="checkbox"/> Review	<input checked="" type="checkbox"/> Revised	By: <b>Maintenance Director II</b>	Date: <b>07/08/2020</b>
<input type="checkbox"/> Review	<input type="checkbox"/> Revised	By:	Date:
<input type="checkbox"/> Review	<input type="checkbox"/> Revised	By:	Date:
<input type="checkbox"/> Review	<input type="checkbox"/> Revised	By:	Date:

**EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT:**

*By signing below, I acknowledge that I have received a district approved position description for my current position. I understand it is my responsibility to review the position description*

***and direct any questions regarding the position description to my department supervisor or the Human Resources Department.***

Print Name:	Date:
Employee Signature:	