Job Title: Groundskeeper/Irrigation Technician
Reports to: Supervisor, Campus Grounds
FLSA Status: Non-Exempt
Level: 113
Position Class:

Job Summary:
Concentrates on the maintenance, repairs, programming and adjustments of the entire campus irrigation systems. Establishes, maintains, and enhances grounds of College Campus by performing the work of a Groundskeeper, when assigned by supervisor.

NOTE: Job descriptions and essential functions are subject to change due to advances in technology, utilization of work force, and other factors which may impact the College’s need to modify position requirements.

Essential Duties and Responsibilities:
The following listing of essential job duties indicates the general nature and level of work required in this job. This is not designed to be a comprehensive listing of all the activities, duties, or responsibilities that may be required in this job. Individuals assigned to this job may be asked to perform other duties as required. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities of the job.

Applicants may be asked to demonstrate any or all of the following duties:

1. Perform a weekly sprinkler system operations inspection. 20% of the 3000+ heads daily.
2. Disassemble, clean spray head and rotor head nozzles, adjust nozzles for proper head to head spray coverage and to avoid spraying cars, buildings and people.
3. Install replacement rotor and pop-up spray heads at proper elevation on flex pipes when needed. Relocate habitually broken heads by determining an alternate location and reinstall.
4. Schedule running time of multiple clocks working off of the same water source. Schedule times to minimize impact of both personnel and their property on campus. Maintain automatic irrigation systems in correct adjustments for time of year and rainfall amounts.
5. Install additional sprinkler systems off main trunk line.
7. Prunes shrubs and trees to shape and improve growth or remove damaged leaves, branches, or twigs.
8. Plants grass, flowers, trees, and shrubs. Waters as needed.
9. Cleans out drainage ditches, culverts, rooftop gutter and downspouts on routine basis and as needed during heavy rains.

**Job Qualifications:**
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.

- **Education/Experience:**
  High school diploma or general education degree (GED) and three years of related experience.

- **Supervisory Experience:**
  No supervision required for this position.

- **Language Ability:**
  Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of the organization.

- **Math Ability:**
  Ability to add, subtract, multiply, and divide using whole numbers, common fractions, and decimals. Ability to perform calculations on standard measures of American currency, percentages, and weight, volume, and distance.

- **Reasoning Ability:**
  Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram/chart form. Ability to deal with problems involving several variables in standardized situations.

- **Computer Skills:**
  None required.

- **Certificates and Licenses**
  Valid Florida Driver’s License.

**Responsibility for People and Property:**
This person is responsible for the daily surveillance and attendant adjustment and maintenance of the Bradenton Campus irrigation system.

This person is responsible for equipment used in performance of the job.

**Responsibility for Communication:**
- **Internal Contacts:**
  This position has routine contact with State College of Florida, Manatee-Sarasota students and staff.
• **External Contacts:**
  This position routinely coordinates with local vendors on irrigation system improvements to optimize water usage.

**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.

The noise level in the work environment is occasionally loud, usually moderate.

**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, use manual dexterity, and reach with hands and arms. The employee is frequently required to walk and stoop, kneel, crouch or crawl. The employee is occasionally required to sit, climb ladders, or balance. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, color vision and ability to adjust focus.

**General Performance Standards and Expectations:**
In addition to satisfactory performance on all of the essential job duties and responsibilities for this job, all State College of Florida, Manatee-Sarasota employees must fulfill the following basic performance expectations:

1. Mission and Goals: Each State College of Florida, Manatee-Sarasota employee is expected to know the College’s mission and goals.

2. Customer Service: All State College of Florida, Manatee-Sarasota employees will strive to provide outstanding customer service to everyone they serve including students, the community, and fellow employees.

3. Grooming and Appearance: State College of Florida, Manatee-Sarasota employees are expected to maintain a neat and professional image at all times. When issued, College personnel must wear uniforms, and maintain a neat, clean, and well-groomed appearance.

4. Safety Awareness: State College of Florida, Manatee-Sarasota employees are expected to work diligently to maintain safe and healthful working conditions, and to adhere to proper operating practices and procedures designed to prevent injuries. Employees are required to wear personal protective equipment as provided.

5. Attendance Standards: State College of Florida, Manatee-Sarasota employees are expected to attend their work assignments and schedules at all times, in accordance with College Rules and Procedures.
6. Training: State College of Florida, Manatee-Sarasota employees are expected to attend College-provided training sessions and meetings when deemed necessary.

7. Continuous Improvement: State College of Florida, Manatee-Sarasota employees are expected to give attention to continuous assessment and improvement of the position’s assigned set of duties and responsibilities.

**Approvals:**
This job description has been reviewed and approved by the leaders whose signatures appear below.

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