

CITY OF BURBANK

GROUNDSKEEPER HELPER

DEFINITION

Under direct supervision, assists in performing a wide variety of basic landscape maintenance of parks and other municipal properties; and perform related work as required.

ESSENTIAL FUNCTIONS

Assists with gardening and grounds maintenance work of landscaped areas in parks and other municipal properties; loads and unloads materials, supplies, and equipment; maintains, irrigates, and fertilizes grounds and planting areas; collects refuse and litter and performs general grounds cleaning which includes restrooms and washrooms; drags, maintains, and lines ball diamonds; assists in planting trees, flowers, and shrubs; may mow lawns and greens with power mowers; may operate light-duty trucks and various small power equipment such as renovators, cultivators, and hedge trimmers; may assist with inspections of play equipment to assure safe operation; may be required to perform additional functions including, but not limited to, basic tree maintenance and removal; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of – landscape maintenance; building cleaning and maintenance.
- Skill in – using shears, pruning tools, and other standard landscape maintenance tools and equipment.
- Ability to – understand and learn proper usage of landscape maintenance equipment; safely perform manual work of a landscape maintenance nature; follow written and oral directions; communicate effectively, both orally and in writing; work holidays, weekends, after hours, and outdoors in a variety of weather conditions while exposed to the elements; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

Education/Training: Six months of recent paid full-time experience in general landscape maintenance, or related work.

Special Conditions & Requirements: Employees in this classification, who are required by applicable laws and regulations to have respiratory protection, shall comply with the American National Standards Institute's requirements on Practices for Respiratory Protection; possess and maintain physical condition required to perform essential functions of the classification which include the physical ability to: lift, pull, lower, and carry considerable amounts of weight (for weight in excess of 50 pounds, tools or other appropriate assistance are recommended to perform the function; bend in all directions); climb ladders; stoop; kneel; reach; twist; squeeze with arms and hands; stand for extended periods of time.

License & Certificates: A valid California Class "C" driver's license or equivalent at time of appointment. All required licenses and certificates must be maintained throughout employment in this classification.

SUPPLEMENTAL INFORMATION

None.