

# GROUNDS SUPERINTENDENT

FLSA STATUS - Exempt

## DESCRIPTION OF WORK

Under general supervision of the Director of Public Works, performs and directs activities in construction, operation and maintenance of the City's parks, cemetery, green belts, athletic fields, and trees. The Grounds Superintendent oversees the city's Recycling Center and its activities.

## DUTIES-EXAMPLES OF WORK

### ESSENTIAL DUTIES:

Plans, organizes, lays out, performs and supervises others in the construction, maintenance and operation of the parks, cemetery, green belts and trees; prepares and presents the annual budget request and administers the adopted budget; plans fertilizer and chemical programs; schedules and monitors irrigation of turf areas; performs in and supervises maintenance and repair of equipment; applies fertilizers, pesticides and herbicides; maintains records of operations and finances; receives and acts on complaints, requests and suggestions; requisitions supplies and equipment; winterizes irrigation and other installations in the fall and starts up in the spring; trains new employees; evaluates performance of employees.

OTHER DUTIES: Assists other departments or sections as needed; performs related duties.

## QUALIFICATIONS

Knowledge of principles and practices of turf care and maintain a pleasing appearance.

Knowledge of factors in operation and management of ground facilities.

Knowledge of chemicals and pesticides used in maintenance of turf and of safety practices.

Ability to maintain city owned trees.

Ability to read and interpret plans and specifications.

Ability to effectively direct the work of employees.

Ability to maintain the athletic fields and their equipment in good manner.

Ability to establish and maintain effective working relationships with officials, employees, patrons, and the public.

## PHYSICAL AND SENSORY REQUIREMENTS

Ability to perform moderate physical work and to lift and carry up to 50 pounds;

Ability to stand, walk, run, sit, ride, bend, kneel, crawl, twist, reach, grasp, push, pull and perform similar body movements;

Possesses hand/eye/foot coordination adequate to operate office equipment, a computer, maintenance equipment and a vehicle;

Ability to talk and hear in person, by telephone and two-way radio;

Ability to see and read instructions, correspondence, manuals, gages, plans and figures on a computer screen.

## EXPERIENCE AND TRAINING

Any combination of experience and training equivalent to a bachelor degree in agriculture, horticulture, turf management or a related major and four years of experience including two years in supervision.

**SPECIAL REQUIREMENTS:** Certified by the State of Wyoming in application of pesticides; possession of a Wyoming Class B CDL.