

GROUNDSKEEPER / AUTOMOTIVE MECHANIC

DISTINGUISHING FEATURES OF THE CLASS:

This is a position that combines routine grounds maintenance work with skilled automotive repair. While the percentage of time devoted to each area may vary by agency and by season, both constitute a major portion of the overall job. The incumbent is responsible for maintenance of grounds, including mowing, seeding, fertilizing, planting, trimming and general snow and ice control activities. In addition, the incumbent performs a full range of skilled automotive repairs on cars, trucks, buses and other motorized equipment. Work is performed under general supervision. Supervision or guidance may be given to helpers or laborers.

TYPICAL WORK ACTIVITIES:

1. Performs lawn, grounds and playing field maintenance, including seeding, fertilizing, mowing, trimming trees and shrubs, watering and transplanting;
2. Inspects, maintains and makes minor repairs to playground equipment, playing fields and related facilities;
3. Cleans grounds and fields of trash and debris and disposes of properly;
4. Performs snow and ice control activities including shoveling, plowing and spreading salt and sand;
5. Maintains and repairs all equipment used in the maintenance of grounds and fields;
6. Performs routine preventive maintenance on cars, trucks, buses and other motorized equipment including performing visual inspections, checking fluids, changing oil, rotating tires, performing alignments, changing brake components and changing bulbs;
7. Diagnoses and repairs a variety of problems on motorized vehicles in such areas as fuel systems, brake systems, electrical systems, transmission and drive train, and body components;
8. Prepares all required estimates, requisitions, work orders and other records;
9. May operate a utility repair truck to make emergency repairs in the field;
10. Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES:

Good knowledge of grounds maintenance principles and practices; good knowledge of the principles, practices and tools of the automotive repair trade; ability to diagnose and efficiently and economically repair automotive and mechanical problems; ability to work outdoors under difficult weather conditions; ability to follow oral and written plans and specifications; manual dexterity; dependability; physical condition commensurate with the demands of the position.

GROUNDSKEEPER / AUTOMOTIVE MECHANIC (Cont=d)

MINIMUM QUALIFICATIONS:

- EITHER: (A) Two (2) years of full-time work experience performing skilled automotive repairs;
- OR: (B) One (1) year of full-time work experience performing skilled automotive repairs and 30 credit hours of automotive technology courses;
- OR: (C) An equivalent combination of training and experience as indicated in (A) and (B) above;

AND

Two (2) years of full-time grounds keeping experience which included the care of trees and shrubs and the maintenance and repair of motorized equipment.

SPECIAL REQUIREMENTS:

Possession of a valid appropriate level commercial driver=s license at the time of appointment.

TR2418

ADOPTED: 09/23/97