

# GROUNDSKEEPER I

**Department: Public Works**  
**Classification: Labor**  
**Specification Number: 3653**  
**Approved: 5/4/23**  
**Revised: By JG**

## MINIMUM QUALIFICATIONS

There are no minimum educational or experience requirements for this position.

## NECESSARY SPECIAL REQUIREMENT

Depending on the nature of the assignment, at the time of appointment and during employment in this title, candidates may be required to possess a valid New York State driver's license to operate a motor vehicle.

## DISTINGUISHING FEATURES OF THE CLASS

An employee in this class is responsible for performing a variety of light and heavy manual laboring tasks in the grounds maintenance of public parks or other municipal grounds. Work involves the performance of unskilled or limited semi-skilled manual tasks in the maintenance of public parks or other municipal grounds. Some assignments, including elementary equipment operation, may require skills which may be readily learned on the job. Work is performed under the direct supervision of assigned supervisory personnel, but many tasks assigned may be routine and repetitive in nature and once learned, can be carried on without difficulty and under only general supervision. Does related work as required.

## TYPICAL WORK ACTIVITIES

Performs a variety of grounds maintenance work not requiring specialized knowledge and skills;  
Cultivates, prunes, sprays and trims, trees and shrubbery;  
Burlaps trees and ties sacks around the roots;  
Cuts grass and weeds using hand tools and lawn mowers;  
Assists a supervisor in planting and transplanting trees and shrubbery by burying roots and putting soil and water around roots;  
Trims hedges and rakes leaves;  
Checks working condition of equipment, gives routine service and maintenance;  
May occasionally operate light motor vehicles, such as automobiles and small trucks;  
Removes snow, salts and sands driveways and sidewalks and performs custodial tasks during winter months.

## KNOWLEDGE, SKILLS, ABILITIES and PERSONAL CHARACTERISTICS

Some knowledge of the methods used in planting, cultivating, pruning and the general care of plants, flowers, shrubs and lawns; some knowledge of simple tools used in ground maintenance work; skill in the use of ground maintenance equipment; ability to understand and follow oral and written instructions; physical condition commensurate with the demands of the position.