



Fluvanna County, Virginia  
Department of Public Works  
Job Description

**GROUNDS MAINTENANCE WORKER I**

<b>Job Class #:</b>	3171
<b>Pay Grade:</b>	8
<b>Category:</b>	Full-Time (with benefits)
<b>FLSA Status:</b>	Non-Exempt
<b>Reports To:</b>	Grounds Maintenance Supervisor

**SUMMARY**

The Grounds Maintenance Worker I position has duties that involve, but are not limited to:

- Performing groundskeeping and landscaping duties.
- Maintains grounds and exterior features.
- Work is performed under general supervision.

*This position is classified as Essential Personnel and may be called upon to work during weather closures and emergencies.*

**ESSENTIAL FUNCTIONS**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Performs a variety of tasks in the maintenance of rights-of-way, parks, playgrounds and other public areas.
- Mows grass; spreads mulch.
- Rakes and collects leaves; applies pesticides and fertilizers subject to licensure and/or under supervision.
- Sows grass; plants flowers, shrubs, and trees.
- Edges sidewalks, borders, and plant beds; trims weeds, grass, and hedges.
- Operates equipment including mowers, tractors and implements, trucks, and plows as trained; uses hand and power tools as trained.
- Performs snow/ice control, assists as directed in emergencies.
- Performs and assists in performing minor building maintenance tasks such as replacing lamps, painting, and minor carpentry, plumbing, masonry, and electrical work.
- Assists and substitutes for custodial maintenance staff as assigned.
- Performs and assists in performing special event setups and projects.
- Attends and participates in training and continuing education.
- Performs related tasks as required.
- Other duties as assigned.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of grounds maintenance methods, materials, and equipment.
- Skill in basic hand and power tools.
- Knowledge of cleaning methods, materials, and equipment is desired.

- Ability to communicate orally and to understand and follow oral and written directions.
- Ability to establish and maintain effective working relationships with associates.

**ACCEPTABLE EDUCATION, EXPERIENCE, AND TRAINING**

High school graduation or equivalent

**WORKING CONDITIONS AND PHYSICAL REQUIREMENTS**

This is heavy work requiring exertion in excess of 100 pounds of force occasionally, in excess of 50 pounds of force frequently, and in excess of 20 pounds of force constantly to move objects; work requires climbing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm’s length, operation of machines, operation of motor vehicles or equipment, and determining the accuracy and thoroughness of work; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, and oils. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

**SPECIAL REQUIREMENTS**

- Possession of an appropriate driver's license valid in the Commonwealth of Virginia.
- Essential Services Designation – Must be available to work during inclement weather and emergency call back to perform essential and/or emergency services for the County. Subject to call-in and hold over for weather events and emergencies.

**POST OFFER REQUIREMENTS**

- Criminal background and driving record check.

<b>Department Head Recommended:</b>	<b>HR Manager Approval as to Form:</b>	<b>County Administrator Recommended:</b>	<b>Board of Supervisors Approved:</b>
May 10, 2017	May 10, 2017	May 10, 2017	June 7, 2017