

# City of DeFuniak Springs

71 US Hwy. 90 W.  
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[www.defuniaksprings.net](http://www.defuniaksprings.net)

## **JOB NOTICE**

### **GROUNDS TECHNICIAN – GROUNDS DEPARTMENT**

**Post Date: February 6, 2020**

**Close Date: Open Until Filled**

**FLSA Status:** Non-Exempt

**Starting Pay Range:** 13-14 DOQ

#### **Job Summary:**

This position performs grounds maintenance of city properties. Typical work schedule will be Monday through Thursday from 7 a.m. till 5 p.m., or Tuesday through Friday, 7 a.m. till 5 p.m., hours subject to change. Subject to be called in on a holiday or during an emergency.

#### **Essential Job Functions:**

- Mowing grass, trimming grass, edging grass, cleaning sidewalks and curbs in FDOT easements, right of ways and medians.
- Prunes shrubs and trees.
- Picks up debris to include but not limited to brush and litter.
- Performs routine maintenance on mowers and all small engine equipment.
- Performs landscaping installation and maintenance.
- Performs irrigation installation, operation and repair.
- Responds to citizens inquires, complaints and seeks resolutions within established policies and procedures.
- Adheres to work schedule and attendance requirements.
- Adheres to all safety rules and regulations.
- Performs other duties as directed and required.
- Must create a positive public image as a representative of the city.

#### **Position Qualifications:**

High School diploma and two (2) years' experience in grounds maintenance, or an equivalent combination of training, education and experience which provides the required knowledge, skills and ability to perform the job. Requires a valid driver license and prefer the ability to obtain a Class "A" CDL license within one year of employment. Requires ability to obtain M.O.T. certification and herbicide license.

Applications may be obtained from the administration office, 71 US Hwy 90 West, DeFuniak Springs, Florida 32433, or on the city website. Applications will be received during regular office hours, Monday through Friday from 8:00 a.m. until 5:00 p.m.

The City of DeFuniak Springs is an Equal Opportunity/Affirmative Action/ADA Employer/Drug Free Workplace. We consider applicants for all positions without regard to race, color, national origin, sex, age, disability, marital status, religion or any other legally protected status.

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## City of DeFuniak Springs – Grounds Technician

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**FLSA STATUS:** Non-Exempt  
**SUPERVISORY STATUS:** Non-Supervisor

**DEPARTMENT:** Grounds  
**REPORTS TO:** Street Supervisor

### **JOB SUMMARY:**

This position performs grounds maintenance of city properties. Typical work schedule will be Monday through Thursday from 7 a.m. till 5 p.m., or Tuesday through Friday, 7 a.m. till 5 p.m., hours subject to change. Subject to be called in on a holiday or during an emergency.

### **ESSENTIAL JOB FUNCTIONS:**

*The following statements describe the principal functions of this job and its scope of responsibility but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including working in other departments to cover absences or relief, to equalize peak work periods or otherwise to balance the work load.*

- Mowing grass, trimming grass, edging grass, cleaning sidewalks and curbs in FDOT easements, right of ways and medians.
- Prunes shrubs and trees.
- Picks up debris to include but not limited to brush and litter.
- Performs routine maintenance on mowers and all small engine equipment.
- Performs landscaping installation and maintenance.
- Performs irrigation installation, operation and repair.
- Responds to citizens inquires, complaints and seeks resolutions within established policies and procedures.
- Adheres to work schedule and attendance requirements.
- Adheres to all safety rules and regulations.
- Performs other duties as directed and required.
- Must create a positive public image as a representative of the city.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of small engine maintenance.
- Knowledge of landscaping.
- Knowledge of irrigation basics.
- Knowledge of herbicide use.
- Knowledge of the occupational hazards and safety precautions of the trade.
- Ability to perform manual labor in all weather conditions.
- Ability to perform in hazardous conditions, public roadways, shoulders, medians, bridges and traffic.
- Ability to understand and follow verbal and written instruction.
- Ability to exercise considerable tact and courtesy in contact with the general public.
- Knowledge of the occupational hazards and safety precautions of the trade.
- Skilled in the use and care of tools, equipment and materials of the trades for which assigned.
- Ability to obtain certification in CPR and First Aid procedures.

### **QUALIFICATIONS, TRAINING AND EXPERIENCE:**

High School diploma and two (2) years' experience in grounds maintenance, or an equivalent combination of training, education and experience which provides the required knowledge, skills and ability to perform the job. Requires a valid driver license and prefer the ability to obtain a Class "A" CDL license within one year of employment. Requires ability to obtain M.O.T. certification and herbicide license.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT:**

*The physical demands described here are representative of those that must be met by an employee successfully to perform the essential functions of this job. The work environment characteristics are those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

Must speak, read, write and comprehend fluent English. Required to sit, walk, talk and hear. Specific vision abilities required include close vision and the ability to adjust focus. Use of both hands and fingers with dexterity. Required to use hands and fingers to operate objects, tools or controls and reach with hands and arms. Must be able to maintain repetitive motions. Must be able to climb ladders and scaffolding. Must be physically able to operate motor vehicles, including light pickup trucks and various heavy equipment. Must be able to lift and/or move up to 50 pounds. Must be able to exert up to 75 pounds of force occasionally, and/or up to 35 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Requires the ability to maintain body equilibrium to prevent falling when walking or standing on uneven surfaces and when bending, stooping, crouching, climbing, reaching and/or stretching arms, legs or other parts of body, and to physically maneuver over and/or upon varying terrain, surfaces or physical structures. Physical demand requirements are for medium to heavy work. May be subject to dust, heat, and physically dangerous areas while working in field. May be exposed vehicular traffic. May be subject to insects, snakes, rodents or spiders. May be subject to confined spaces. May be exposed to various extreme atmospheric conditions. The city reserves the right to transfer you, if a position is available, to reasonably accommodate your needs with the understanding the city also reserves the right to fill your position with another applicant capable of performing the needs of the city.

**This job description is not intended to be a contract for employment, and the employer reserves the right to make any necessary revisions to the job description at any time without notice.**

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_