

City of Meadows Place
GROUNDSKEEPER/LANDSCAPER

Job Title:	Groundskeeper/Landscaper
Department:	Parks & Recreation
Supervisor:	Parks Superintendent
Salary:	\$36,000 - \$40,000 DOQ
FLSA:	Full Time, Non-Exempt
Hours:	Monday – Friday 8:00 a.m. – 5:00 p.m.
Benefits:	Excellent City benefits including medical/dental/vision, Life, Long-Term Disability, TMRS retirement 7% plus city matching, option to participate in a 457 Plan. Benefits also include longevity pay, paid vacation and sick time and 10 paid Holidays.

NATURE OF WORK:

Perform horticultural functions and landscape or general maintenance, construction, litter removal, and repair functions necessary to maintain landscaped areas around roadways, public buildings, parks, athletic fields, and other designated public spaces.

ESSENTIAL JOB DUTIES:

Create an overall plan for city landscaping. Install plant material so that it is evenly spaced and aligned in properly prepared areas; mow and/or edge areas to present a uniform, visually pleasing appearance; prune or trim trees and shrubs to the form and texture prescribed by the supervisor; effectively perform maintenance, repair, and litter removal for landscaped areas around roadways, public buildings, parks, athletic fields, and other designated spaces; and operate equipment in a safe manner.

Physical Requirements: For indefinite periods of time - mobility within an office and field environment; exposure to fumes, odors, dust/mites, electrical, mechanical and chemical hazards; exposure to extreme cold, heat, temperature swings and constant noise; walking; twisting body; working in trenches; stooping; standing; squatting; sitting; seeing; kneeling; grasping; climbing; cleaning; reading; decision making; reaching above shoulder level; pushing and pulling up to 200 pounds, lifting and carrying up to 150 pounds; using both hands for simple and firm grasping; clarity of hearing; fine finger manipulation; operation of a tree spade, stump grinder, chipper, mower deck, tractor, dump trailers, weed eater, lawn mower, blower, and a variety of hand tools; operating a motor vehicle through city traffic.

Examples Of Work (Duties may include, but are not limited to, the following):

- Perform landscape and grounds maintenance, design, and installation services.
- Operate lawn mowers, weed eaters, tractors, trailers and edging and trimming equipment; use common gardening and hand tools; and operate a variety of motor equipment.
- Collect and dispose of trash and debris.
- Load and unload tools, equipment, dirt, gravel, clay, and sand for project assignments.
- Assist in mulching, maintaining, and weeding plant and shrub beds, lawn areas, and walkways.
- Prune and trim trees and shrubs.

- Apply pesticides and other chemicals.
- Perform some painting, masonry, and carpentry tasks.
- Prepare and maintain athletic fields and related landscaped areas.
- Assist in the support of special events.
- Work during emergencies, inclement weather, or other essential operating periods to perform vital services such as storm damage cleanup, snow removal, and other horticultural duties as required.
- Work independently or with other personnel.
- Perform other job duties requiring skills, knowledge and physical requirements as demanded by those duties described or less. Individual assignments will be determined by the supervisor based on then current workloads and department needs.

SKILLS, KNOWLEDGE AND ABILITIES:

Communication Skills: Ability to write, read and comprehend simple instructions, short correspondence, and memos. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization. Ability to send emails and text messages using smart phones.

Knowledge:

- Knowledge of plant identification and horticultural techniques.
- Knowledge of the use and safety precautions of lawnmowers, weed eaters, edging equipment, common hand tools, operate a variety of motor equipment, and light automotive equipment.

Abilities:

- Ability to lift equipment and supplies which may weigh up to 75 pounds, fifteen to twenty times an hour for one to two hours during a workday.
- Ability to operate motorized equipment.
- Ability to climb ladders and tall structures
- Ability to read, write, and do simple arithmetic.
- Ability to understand and follow oral and written instructions from Supervisor.
- Ability to work outside during adverse weather conditions, e.g., heat, cold, etc.
- Ability to work with others.
- Ability to effectively work independently and as a member of a team when appropriate.
- Ability to act with tact and diplomacy.
- Ability to work overtime, weekends, and holidays as required.
- Positions within this class have been designated as essential positions requiring employees to work during inclement weather, regardless of the City's operational status.
- Successful completion of a pre-employment physical.

EDUCATION AND EXPERIENCE REQUIREMENTS:

Education: High School Diploma or General Educational Development (GED) Certificate and a minimum of two (2) years professional ground maintenance and landscaping preferred.

Required Certificates and Licenses: Valid Texas Driver's License with a good driving record

required, Pesticide certification preferred.

DEADLINE FOR SUBMISSION

Open until filled. Please complete a Meadows Place Application for Employment and email City Secretary at citysecretary@cityofmeadowsplace.org or deliver/mail to the City of Meadows Place, Attn: City Secretary, One Troyan Drive, Meadows Place, TX 77477.

An application can be found on the City of Meadows Place website at <https://cityofmeadowsplace.org/government/job-opportunities/>.