

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

GROUNDS MAINTENANCE SUPERVISOR - 1470

DEFINITION:

Under direction, to supervise the work of crews engaged in grounds and facilities maintenance functions at the City's major park and cemetery sites, City-wide pest and weed control functions, or City-wide park redevelopment functions; and to perform related work.

*** EXAMPLES OF DUTIES:**

- Supervises the planting, pruning, irrigating, and general maintaining of landscaped areas;
- Assigns, schedules, and directs skilled landscape construction and redevelopment functions;
- Inspects areas and facilities for proper maintenance and repair and directs corrective action where necessary;
- Supervises and coordinates City-wide pest management services;
- Receives and issues service requests and assigns work to crews;
- Instructs subordinates on proper safety procedures;
- Estimates labor, materials, and equipment required;
- Assists in oversight of maintenance contracts;
- Requisitions and issues equipment, tools, and materials;
- Directs the more difficult and responsible landscape construction and maintenance functions;
- Trains and rates the work performance of subordinates;
- Carries out daily and long-term work schedules;
- Ensures the proper use and care of equipment, tools, and supplies;
- Investigates and recommends resolutions to public complaints;
- Provides information to the public;
- Keeps records and prepares reports.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: <https://www.governmentjobs.com/careers/sandiego/classspecs>.

Three years of full-time paid experience which must include fertilizing and planting lawns, shrubs, trees, and ground covers; pruning trees and shrubs; and renovating lawns; AND operating, maintaining, and rearing grounds maintenance equipment; installing, operating,

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.

and repairing major irrigation systems; or installing, inspecting, and repairing playground equipment.