

**CLASS SPECIFICATION**  
**SAN DIEGO CITY CIVIL SERVICE COMMISSION**  
**GROUNDS MAINTENANCE SUPERVISOR**

**DEFINITION:**

Under direction, to supervise the work of crews engaged in grounds and facilities maintenance functions at the City's major park 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 and materials required;
- Requisitions and issues equipment, tools, and materials;
- Personally 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 Announcement for updated minimum qualifications.

One year of experience as a Grounds Maintenance Worker III with the City of San Diego; **OR** three years of paid experience in grounds maintenance work; **OR** three years of experience in the repair of major irrigation systems, grounds maintenance equipment, or playground equipment.

- \* **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.