



Grounds Technician I

Job Description

Date: February 2025

Reporting Supervisor: Grounds Manager

Status: Non-exempt

Position Grade: 1

Position Overview:

The Grounds Technician I position is a seasonal employee hired by the President & Executive Director upon the recommendation of the Superintendent. They report directly to a Senior Horticulturalist or the Grounds Manager in the Horticulture Division. Primary responsibilities will be to provide direct support for a Senior Horticulturalist in assigned garden areas. They participate directly in the daily tasks involved with operations as indicated by a Senior Horticulturalist or the Grounds Manager.

Essential Duties and Responsibilities:

1. Maintain a professional attitude when working with the public, volunteer staff, and fellow employees.
2. Perform a wide variety of landscape maintenance duties.
3. Maintain careful attention to detail.
4. Perform a wide variety of landscape operations involving the use of power equipment and hand tools while following industry safety standards.
5. Follow landscape maintenance practices in keeping with historic garden preservation as directed by a Senior Horticulturalist or Grounds Manager.
6. Weeding, planting, mulching, mowing, weed-eating, raking, pruning, watering, and general clean-up as assigned by a Senior Gardener or Grounds Manager.
7. Assist in special event set-up and tear down.
8. Assist in cleaning pools/streams.
9. Operation of equipment such as utility carts, edgers, tractors, leaf vacuums, backpack blowers, fertilizer spreaders, tank sprayers, and other maintenance equipment as needed.
10. Other duties as assigned.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. The knowledge of plant material and landscape maintenance practices is desirable.
2. The ability and willingness to operate various type of maintenance equipment related to the job.



Grounds Technician I Job Description

3. Ability to handle multiple tasks.
4. Must have a valid Ohio Driver's License.
5. Ability to relate to persons of all ages, diverse backgrounds, skills and abilities.
6. Ability to follow industry safety standards.

Education and/or Experience:

1. A minimum high school diploma or GED is desirable.
2. A strong interest in landscape/horticulture.

Usual and Customary Expectations:

1. Should expect to work outdoors, regardless of weather conditions.
2. Should be able to lift and carry as much as 50 pounds often.
3. In the course of the workday, he/she can expect to reach, grasp and pull from kneeling, stooping, standing and reaching overhead positions.
4. Should be able to prune plants and detect structural and color differences in plants as a function of diagnosis.
5. Working in proximity to pesticide and herbicide is required, some application possible.
6. Required PPE includes the wearing of rubber boots or rubber overshoes when working with all herbicides, fungicides or pesticides regardless of a lesser requirement on the products label. This will include mixing, applying or the cleaning of application equipment.
7. The use of earbuds, headphones or other devices that play sound are not permitted while running equipment such as busses, trucks, utility/golf carts, tractors or mowers.
8. Some non-traditional hours required.

Acknowledgement:

Employee's Signature

Date

Authorized Signature

Date