

**GROUNDSKEEPER I**  
**San Jose/Evergreen Community College District**

Direct Link: <https://www.AcademicKeys.com/r?job=250465>

Downloaded On: Dec. 21, 2024 11:18am

Posted Dec. 16, 2024, set to expire Jan. 5, 2025

<b>Job Title</b>	GROUNDSKEEPER I
<b>Department</b>	Staff
<b>Institution</b>	San Jose/Evergreen Community College District San Jose, California
<b>Date Posted</b>	Dec. 16, 2024
<b>Application Deadline</b>	01/05/2025
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Classified Staff
<b>Academic Field(s)</b>	Facilities/Maintenance/Transportation
<b>Apply Online Here</b>	<a href="https://apptrkr.com/5872170">https://apptrkr.com/5872170</a>
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<b>Job Description</b>	

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**GROUNDSKEEPER I**

**San Jose/Evergreen Community College District**

**Close/First Review Date:**01/05/2025

**Work Location:** San Jose City College

**Position Description:**

**POSITION SUMMARY**

## GROUNDSKEEPER I

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The Groundskeeper I reports to the Vice President of Administrative Services at San Jose City College. The work schedule is 12 months per year; Monday - Friday; 7:00 a.m. to 3:30 p.m.

This position is represented by the California School Employees Association (CSEA), Chapter 363.

#### **POSITION PURPOSE**

Under general supervision, performs routine general gardening and grounds maintenance work necessary to provide a clean, safe, and litter-free campus landscape and assist in the renovation and care of landscaped areas; a wide variety of turf mowing, tree care and other landscaping maintenance equipment.

General supervision is provided after a training period by the Grounds Supervisor. Technical or functional supervision may also be provided by higher level grounds personnel.

#### **KEY DUTIES AND RESPONSIBILITIES include but are not limited to the following:**

1. Work alone or as a member of a grounds maintenance crew as required.
2. Empty trash and garbage cans on a daily basis; insert clean plastic bags; maintain large refuse container areas in a clean and orderly condition.
3. Maintain high usage areas in a clean, sanitary condition; wash garbage cans, patio and quad areas; keep other areas such as seating areas, bus stops, walks and steps, parking areas, exterior student union areas and entrances to buildings free of cigarette butts, papers, leaves and spills.
4. Sweep, rake and pick-up litter and debris from the entire campus daily; rake and sweep up leaves with power sweeper; clean up prunings as needed; sweep parking lots following a set schedule and after athletic events.
5. Clean drains in patios and quads; clean fountains and lake surface; hand water planters and shrubs where no automatic irrigation exists.
6. Pick up gasoline for grounds equipment weekly and assist Equipment and Vehicle Mechanic washing district vehicles and assist with other assignments as assigned.
7. Mow turf-grass areas, edge turf and groundcover and trim shrubs with power tools and equipment; assist in new landscaping and irrigation projects and repair, athletic field renovation and pesticide

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application under the trained guidance of employee with pesticide applicator certification as required.

8. Assist in athletic field setups for P.E. Department and community education events and activities.
9. Operate a forklift and train on all equipment used by department.
10. Pick-up and deliver supplies as assigned.
11. Participate in district training as requested.
12. Performs other related duties as assigned.

**EMPLOYMENT STANDARDS**

**Knowledge of:**

1. Safe work practices in the use of cleaning agents;
2. Basic construction and repair methods; and
3. Basic custodial skills.

**Ability to:**

1. Follow schedule and procedures and work cooperatively with others.
2. Understand and carry out oral and written instructions.
3. Recognize campus areas needing attention and take appropriate action.
4. Perform routine work involving moderate to heavy physical labor.

**Required Qualifications:**

**EDUCATION AND EXPERIENCE**

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1. Education equivalent to completion of the eighth.
2. Work experience performing heavy manual labor related to landscaping maintenance.
3. Demonstrated sensitivity, knowledge and understanding of the diverse academic, socioeconomic, gender, cultural, disability, and ethnic back of groups historically underrepresented, and groups who may have experienced discrimination.
4. Success integrating diversity as appropriate into the major duties outlined in the job description and in the duties listed in the Districts hiring policy; or demonstrated equivalent transferable skills to do so.

#### **Licenses and Certificates:**

1. Possession of a valid California Class C (auto and light trucks) Drivers license.

#### **Desired Qualifications:**

1. Bilingual abilities, desirable.

#### **Districts Diversity Requirements**

- Demonstrated sensitivity, knowledge and understanding of the diverse academic, socioeconomic, gender identity, sexual orientation, cultural, disability, and ethnic background of groups historically underrepresented, and groups who may have experienced discrimination.
- Success integrating diversity as appropriate into the major duties outlined in the job description and in the duties listed in the Districts hiring policy; or demonstrated equivalent transferable skills to do so.

#### **Salary Range:**

\$56,649 - \$69,116 Annual Salary (Range 61: Classified Salary Schedule Fiscal Year 2024-2025). Starting placement is generally at Step 1.

#### **Benefits:**

Excellent fringe benefit package includes a pension, medical, dental, vision, EAP (employee

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assistance plan) and life insurance for employee and eligible dependents, and income protection. Voluntary plans include supplemental life insurance, Flexible Spending Accounts, 403b and 457 Deferred Compensation Accounts. Classified employees also receive vacation, 12 sick leave days and 20 paid holidays.

**To be considered for this position please visit our web site and apply on line at the following link: <https://sjeccd.peopleadmin.com/>**

### **About San Jose/Evergreen Community College District**

The District is represented by dedicated and talented employees who are passionate about providing our student population with the best educational experience possible. The District recognizes that cultural diversity in the academic environment promotes academic excellence; fosters cultural, racial and human understanding; provides positive role models for all students, and creates an inclusive and supportive educational and work environment for its employees, students, and the community it serves.

As of fall 2017, with enrollment of approximately 18,500 per semester, and an extremely diverse student population (Hispanic/Latino 44%, Black/African-American 4%, Asian/Pacific Islander 32%, American Indian/Native American 0.5%, White/Caucasian 11%) attaining educational goals reflecting 45% - AA Degree and Transfer to a 4-Year College/ University, the District's emphasis on student success makes it a recognized educational leader in the State.

The District encourages a diverse pool of applicants to serve as colleagues to an existing diverse group of managers, supervisors and confidential staff consisting of 29 % Hispanic/Latino, 13% Asian/Pacific Islander, 7% Black/African American, 23% White/Caucasian, and as well as encouraging applications from all qualified, outstanding applicants.

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**



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