

## GROUNDS SUPERVISOR III

### DESCRIPTION OF WORK

This is technical and supervisory work in the upkeep of lawns and grounds surrounding institutions or buildings.

Employees perform grounds work as supervisor in charge of the grounds program of a medium-sized institution not having a professionally trained grounds superintendent or as an assistant to a grounds superintendent who directs a comprehensive grounds program at a large institution. Work requires employees to possess and exercise technical knowledge and supervisory capability applicable to work assignments. Duties include the training and supervision of subordinate employees and coordinating work with technical and administrative superiors. Work is reviewed through conferences, inspections, and activity reports.

### EXAMPLES OF DUTIES PERFORMED

Performs field surveys and prepares landscape plans for the landscaping of individual buildings, lawns, gardens determines most appropriate flowers, shrubs, and trees to use.

Supervises equipment operators and grounds personnel in excavating areas, removing trees, planting and cultivating shrubs, flowers, and nursery stock, wrecking old buildings and extending underground utility lines.

Supervises the upkeep of surfaced roads, playing fields, formal gardens, and the removal of trash, leaves, and snow.

Confers with commercial landscape firms and nursery suppliers on the purchase of equipment, supplies, and nursery stock.

Confers with institutional personnel on problems concerning landscaping development. budget requirements, and personnel needs.

Performs related work as required.

### RECRUITMENT STANDARDS

#### Knowledces, Skills, and Abilities

Considerable knowledge of the horticultural principles and practices applicable to the landscaping, maintenance, and upkeep of grounds, flowers, and shrubs.

Considerable knowledge of ornamental shrubs, plants, and flowers and their uses in landscaping buildings and garden areas.

Ability to supervise and participate in the maintenance and repair of tractors, mowers, and other equipment used in grounds upkeep.

Ability to plan and direct the work of a grounds maintenance unit.

Ability to establish and maintain effective working relationships with institutional personnel and commercial landscape firms and nurseries.

#### Minimum Education and Experience

Associate's degree in horticultural or related degree from an appropriately accredited institution and three years of experience in horticultural or grounds experience; or an equivalent combination of education and experience.