

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Grounds Athletic Field Specialist	Range:	31
Date Revised:		Date Approved:	April 8, 2003

PRIMARY PURPOSE

This position is responsible for performing semi-skilled to skilled grounds keeping work to maintain athletic fields and associated landscaped areas.

ESSENTIAL FUNCTIONS

Examples of essential functions are interpreted as being descriptive and not restrictive in nature.

1.	Performs a variety of specialized grounds maintenance work in the preparation and maintenance of athletic fields and surrounding landscaped areas.
2.	Lays out, marks and lines grass and play areas for practice and competitions; line with appropriate marking materials or equipment to delineate the area of play and restricting lines as prescribed and established by league and sport rules; grade and water infields and build mounds.
3.	Maintains and repairs grass, sod and infield areas; mow, edge and trim athletic fields and surrounding landscaped areas; perform a variety of grounds maintenance duties including preparing and cultivating soils, fertilizing, weeding, pruning and other activities.
4.	Fertilizes and applies chemical to control insects, diseases and rodents; maintains application schedule and records.
5.	Aerates and irrigates field areas; maintains and repairs irrigation systems to assure proper and safe operating conditions; set timers and heads for proper time and distribution of water.
6.	Prepares clay surface for pitching and batting areas; drag infield areas and base paths according to established procedures.
7.	Performs minor maintenance and repair work on equipment and facilities; assists in setting up equipment and facilities for special events; maintains routine records related to work activities.
8.	Operates and maintains a variety of light to heavy equipment including mowers, edgers, pruners, power sweepers, blowers, sprayers, forklifts, tractors, trucks, line marking machines and other related equipment as required.
9.	Learns and applies emerging technologies as necessary to perform duties in an efficient, organized, and timely manner.
10.	Performs related duties as assigned.

OTHER FUNCTIONS

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

WORKING RELATIONSHIPS

The Grounds Athletic Field Specialist completes assigned tasks under direction.

EDUCATION AND EXPERIENCE

High school diploma or equivalent
Sufficient grounds experience to demonstrate the knowledge, skills and abilities listed below.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of methods, tools, materials and equipment utilized in maintaining athletic fields and landscaped areas
Knowledge of common plants found on District grounds
Knowledge of cultivating, fertilizing, watering and spraying trees, shrubs and flowers
Ability to perform specialized grounds maintenance work in the preparation and maintenance of athletic fields and surrounding landscape
Ability to operate and maintain grounds equipment and sprinkler systems
Ability to learn and maintain appropriate record-keeping techniques
Ability to use assigned methods for control and eradication of plant pests, rodents and weeds
Ability to perform heavy manual labor
Ability to plan, organize and prioritize work
Ability to meet schedules and time lines
Ability to understand and follow oral and written directions
Ability to establish and maintain effective working relationships with others

SPECIAL REQUIREMENTS

A valid California's Driver License

TRAINING REQUIREMENTS

Asbestos Awareness (16 hour course)
Hearing Conservation
Industrial Truck/Forklift Certification
Pesticide Safety
Respiratory Protection
Utility Cart Certification

WORKING CONDITIONS

Outdoor environment; subject to adverse weather conditions; subject to frequent lifting (up to 70 lbs. unassisted), standing, bending, carrying, pushing and pulling; exposure to high levels of noise from equipment; exposure to hazardous chemicals and materials as well as various insects. May be required to wear a respirator or other safety equipment in execution of duties.
