

Title: Grounds Maintenance Technician (NCC) 1920-06
Job Category: Classified
Campus: Nevada County Campus
Department: Facilities and Construction
Opened Date: 09/06/2019
Closing Date: 09/27/2019
Description:

Grounds Maintenance Technician 1920-06
FACILITIES
NEVADA COUNTY CAMPUS (NCC)

Sierra College is seeking a full-time Grounds Maintenance Technician. The Nevada County Campus primarily serves students who reside in the Western Nevada County areas of Grass Valley, Nevada City, Penn Valley, and its nearby smaller communities. The ideal candidate will join a campus staff who understand that they have a great responsibility to the educational attainment and economic well-being of residents from these rural communities. As such, the ideal candidate will share the college's commitment to educating and supporting its racially and socioeconomically diverse student population. This includes understanding the socioeconomic challenges that students may face specific to living in this region.

Sierra College has a strong commitment to the achievement of equity and inclusion among its faculty, staff, and students and values the rich, diverse backgrounds that make up the campus community. A strong candidate for this position must demonstrate a profound understanding of and experience with successfully supporting

individuals with varying backgrounds. This includes persons with disabilities, various gender identities and sexual orientations, as well as individuals from historically underrepresented communities and other groups. Our District is committed to providing strategies for success and proactive student-centered practices and policies focused on eliminating equity gaps.

As an institution, Sierra College is committed to eliminating the equity gap in all student populations with dynamic, learner-centered practices and policies that fully engage the college community. The ideal candidate will share the College's commitment to helping its racially and socioeconomically diverse students succeed in their degree and career objectives. Currently, Sierra College enrolls 18,300 students per term: 26% of Sierra College's students are Latinx, 3% are African-American, 2% are Filipino, 5% are Asian-American, 1% are Native American, 6% are multiracial and 57% are White. As a Hispanic Serving Institution (HSI), Sierra College understands that it has a great responsibility to the educational attainment and economic well-being of our students.

The successful candidate will join a college dedicated to the use of culturally responsive strategies and methods that meet the varying needs of our students, faculty, staff, and surrounding community. Sierra College demonstrates its commitment to equity by supporting ongoing professional development for students, faculty, and staff. These opportunities include trainings and workshops on equity and inclusion, SC4 (Sierra College Community, Creativity, Culture, and Collaboration Training), active Academic Senate standing committees concerned with student success and equity, a Presidential Equity Advisory Committee (PEAC), culturally responsive student engagement centers, support for our undocumented and AB540 students, campus-wide equity summits, a robust set of programs, events, and conferences related to equity-mindedness and supporting the success of our diverse students.

Under general supervision, the Grounds Maintenance Technician performs a variety of skilled work in the preparation and maintenance of grounds and athletic fields, including: installs, maintains, and repairs sprinkler irrigation systems; and constructs special landscaping or public use areas.

APPLICATION PROCEDURE

Candidates must submit a Sierra College Online Application available at:

<https://sierracollege.hiretouch.com/>

DEADLINE: Applications must be received by the Sierra College Human Resources Department no later than **FRIDAY, SEPTEMBER 27TH, 2019**. Late or incomplete applications will not be considered. Please note that letters of reference may be utilized during the reference checking process, but will not be provided to the hiring committee.

TRAVEL EXPENSES BORNE BY THE CANDIDATE

Persons with questions regarding reasonable accommodation of physical and other disabilities should contact the Sierra College Human Resources Department at (916) 660-7106.

Other terms and conditions of employment are specified in the applicable collective bargaining agreements on file in the District Human Resources Department. Position description of record on file in the Human Resources Department.

*Sierra Community College District currently operates campuses in Rocklin, Roseville, Truckee and Grass Valley. In its management of a multi-campus environment, the District reserves right of assignment including the right to change assignment locations and shift assignments based on District need. Although this position may currently reside at the Rocklin campus, the assignment location may be subject to change as needed. Additionally, the district reserves the right to cancel, revise or re-announce this position as well as any and all positions at any time.

EEO EMPLOYER

Sierra College is an equal employment opportunity employer committed to nondiscrimination and the achievement of diversity among its faculty, staff, and students.

**SIERRA COLLEGE HUMAN RESOURCES DEPARTMENT
(U BUILDING)
5100 SIERRA COLLEGE BOULEVARD
ROCKLIN, CA 95677
(916) 660-7106 / hr@sierracollege.edu**

If you have limitations hearing or speaking, the State of California offers a specially-trained Communications Assistant (CA) that can relay telephone conversations for all of your calls. Dial 711 to reach the California Relay Service (CRS). Dialing 711 is for everyone, not just those who have difficulty hearing on a standard phone. If you prefer having your calls immediately answered in your mode of communication, dial one of the toll-free modality and language-specific numbers below. The call will be routed to the CRS provider.

Salary & Benefit Information:

Salary & Benefits: \$22.03 per hour, 40 hours per week, 12 months per year. Current work hours are subject to change in accordance with pertinent provisions of the collective bargaining agreement. Family coverage health, dental and vision insurance, P.E.R.S. retirement system, income protection, life insurance, sick leave, vacation, and holidays as provided according to District policy.

Duties:

Representative Duties - The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Selects, plants, prunes, and trims trees, ornamental plants, shrubs, and ground covers to accomplish landscaping objectives.
2. Serves as a resource on landscape and horticultural matters; may plan, draw, and prepare land changes to conform to desired landscaping goals.
3. Removes weeds; removes trash and debris from walkways, roadways, and other areas; mows, grooms, and replants lawn areas; fertilizes turf and various landscaped areas; maintains in-ground drains and culverts.

4. Stakes, prunes, thins, and transplants turf, trees, ornamental plants, shrubs, ground covers, annuals, and bulbs; levels, cuts, fills, trenches, and excavates grounds with tractors and other rolling stock.
5. Applies fertilizers, herbicides, and pesticides to areas; places postings where pesticides are being applied; disposes of product containers per instructions and applicable environmental regulations; applies biological/organic controls for pests and weeds; sets calibration on tank sprayers, drop spreaders, and wheel driven spreaders.
6. Maintains athletic fields, areas, surfaces, and outdoor classrooms in a safe and usable condition; mows, grooms, contours, paints, and lines athletic and public use play fields to comply with required dimensions.
7. Monitors and diagnoses weed, disease, and pest problems in athletic fields, taking appropriate measures to mitigate or eliminate problems; maintains current knowledge of safe pesticide/herbicide application.
8. Interacts and coordinates with Physical Education and Athletics Division faculty members regarding classroom setup and maintenance in District athletic fields/areas; constructs, sets up, takes down, maintains, and repairs athletic activity courses, tracks, ranges, fields, and other equipment.
9. Sets up signs, scoreboards, goals, clocks, benches, trash cans, public address systems, and bleachers for athletic or other events.
10. Operates specialized and demanding machinery to dig, excavate, contour, and construct special land uses such as athletic fields and pedestrian parks.
11. Operates combination front loader/back hoe, trenchers, dump trucks, and equivalent machinery; inspects machinery before use to ensure proper servicing and safe operating condition.
12. Operates other demanding equipment such as jackhammers, compressors, and an array of common power tools.
13. Operates snow removal equipment to remove snow on roadways, sidewalks, and parking lots as necessary.
14. Installs, repairs, and replaces landscape irrigation systems following and interpreting blueprints, sketches, or verbal instructions; designs and prepares plans for irrigation systems and makes necessary changes to

blueprints for irrigation system design compliance and to locate shutoff valves, irrigation valves, and physical layouts.

15. Installs, adjusts, maintains, and repairs electronic timers; installs, inspects, and performs major repairs to electronic and hydraulic valves and controllers; replaces and repairs a wide variety of sprinkler heads and lines by removing, disassembling, and replacing worn or broken parts.

16. Drains, flushes, cleans, and repairs water storage reservoirs and irrigation boxes from water sources on a periodic basis; performs maintenance on fire hydrants; assists with the installation of new water lines.

17. Performs scheduled operational checks, preventative maintenance, and routine servicing of grounds keeping equipment, including hand and power tools, mechanical devices, and engines and bodies of rolling stock.

18. Inspects and diagnoses equipment malfunctions and performs minor to complex repairs to equipment including internal and external components on two and four-cycle gasoline and diesel engines.

19. Repairs and rebuilds small engines, fuel and cooling systems, electrical components, running gears, and suspensions.

20. Keeps District roadways and parking lots free of litter and debris; coordinates with appropriate staff regarding purchase of asphalt, paint, signs, sign poles, concrete and asphalt patch; stripes/paints parking lots, roadways, and curbs; installs, replaces, repairs, and/or relocates traffic control signs and posts, concrete bumpers, and roadway control exit barriers; keeps tree branches from obstructing view of traffic and signs; removes graffiti; coordinates with appropriate staff regarding cleanup of hazardous materials; sets up traffic cones and barricades.

21. Coordinates with various organizational units and external groups for event support and logistics.

22. Maintains adequate inventories of ground maintenance tools, parts, and equipment; maintains records of purchases; maintains work order records and various logs, including equipment logs, supply logs, and maintenance logs.

23. Maintains current Safety Data Sheets for potentially hazardous materials.

24. Trains and provides work direction to assigned student workers and temporary help as assigned including the proper use of specialized and heavy equipment.
25. Performs related duties as required.

Qualifications:

QUALIFICATIONS - The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Education and Experience Guidelines - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. Examples of ways to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to the completion of the twelfth grade.

Experience:

Two years of experience in grounds maintenance.

License or Certificate:

Possession of a valid California driver's license.

Possession of, or ability to obtain, a Hazardous Materials Awareness Training Card.

Possession of, or ability to obtain, an Asbestos Awareness Training Certificate.

Possession of, or ability to obtain, a Bloodborne Pathogens Exposure Control Program Certificate.

Knowledge of:

- Turf management and maintenance practices and techniques.
- Sprinkler and irrigation system design, installation, and operation.
- Repair and maintenance of grounds maintenance equipment.
- Methods of planting, cultivating, pruning, and caring for plants, trees, and lawns.
- Techniques for roadway and sidewalk repair and upkeep.
- Landscape blueprints and specifications.
- Proper and safe application of fertilizers, herbicides, and pesticides.
- Methods for preparation of athletic fields.
- Plant diseases and pests and their biological and chemical controls.
- Record keeping techniques.
- Operation, repair, and maintenance of pumps and motors used in irrigation systems.
- Operation, repair, and maintenance of engines and motors used in grounds keeping power equipment and rolling stock.
- Basic MIG, arc, and acetylene/oxygen welding techniques.
- Safe lifting techniques.
- Techniques for safe handling, storage, and disposal of hazardous materials.
- Basic supervisory techniques.

Ability to:

- Plant, cultivate, prune, and care for plants, trees, and lawns.

- Use herbicides and pesticides safely and effectively.
- Perform roadway and sidewalk repairs, including mixing and pouring concrete, asphalt, etc.
- Manage and maintain lawns and athletic fields.
- Accurately identify turf and other plant diseases and pests and take steps to mitigate or eradicate.
- Design, install, operate, maintain, and repair sprinkler and irrigation systems.
- Accurately interpret blueprints and specifications.
- Prepare athletic fields for events.
- Maintain accurate records.
- Repair pumps and motors used in irrigation systems and gasoline engines used in lawn mowers and other power equipment, safely apply pesticides and herbicides.
- Skillfully and safely operate grounds maintenance power equipment and hand tools.
- Supervise student and/or other temporary help.
- Work independently and collaboratively.
- Follow oral and written directions.
- Read and write sufficiently to perform the duties of the classification.
- Learn grounds maintenance methods and procedures.
- Learn District policies and procedures.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Physical demands and WORKING ENVIRONMENT - The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed in both indoor and outdoor environments; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors and gases; work and/or walk on various types of surfaces including slippery or uneven surfaces. Positions may be required to work evenings, nights, and weekends.

Physical: Primary functions require sufficient physical ability and mobility to perform moderately strenuous manual labor; to stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull moderate to heavy amounts of weight; dexterity of hands and fingers to operate specialized hand and power tools and equipment; operate assigned equipment; to stand and walk for extended periods of time; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Job Function: Facilities

Hire Type: External