

LEAD MAINTENANCE MECHANIC (GARDENER)*

DISTINGUISHING FEATURES OF THE CLASS: Under direct supervision of the General Foreman, the incumbent oversees and performs general gardening and grounds keeping work for municipal buildings and parks. Work is performed with considerable independence, however any grounds keeping issues or problems are referred directly to the General Foreman and/or Village Manager for final approval on proposed projects and recommended corrective action. The position oversees the work of lower level laborers in the completion of gardening and grounds keeping tasks. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Assigns employees to various gardening jobs and oversees same;

Oversees and participates in the planting and raising of flowers, trees, hedges, and bushes;

Oversees and participates in the planting and raising of flowers in a small hot bed for later transplanting;

Oversees and participates in the trimming of trees, hedges, and bushes;

Oversees and participates in the fertilization, watering and spraying of lawns, trees, shrubs, and flowers;

Oversees and participates in the raking of leaves, mowing of grass, etc.;

Participates with supervisors in the planning of special design floral beds, the setting out of same and their care;

Detects plant diseases and takes measures to control same by preventive spraying and treating;

Recommends quantities and types of garden supplies required;

Drives a truck or tractor as the various jobs require;

Oversees and performs the cleaning up of litter in the park area;

Uses computer applications such as spreadsheets, word processing, calendar, e-mail and database software in the performance of duties.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the methods and equipment associated with gardening work including the more technical phases of plant disease control, amounts and mixtures of fertilizers, hot house planting, raising and transplanting, etc.; ability to follow oral and written instructions; ability to read, write, understand, and communicate in English sufficiently to perform the essential functions of the position; ability to keep simple records and prepare activity reports; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; ability to get along well with supervisors and grounds crew employees; resourcefulness and creativeness in laying out flower beds and caring for same in a neat and attractive manner; initiative in carrying out assigned work; dependability; good judgment; reliability; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from high school or possession of a high school equivalency diploma and four (4) years of landscape gardening or property maintenance work.

SUBSTITUTION #1: An Associate's Degree* in Landscape Architecture, Horticulture or related field may be substituted for three (3) years of the above work experience.

SUBSTITUTION #2: A Bachelor's Degree* in Landscape Architecture, Horticulture or related field may be substituted for the work experience described above.

*SPECIAL NOTE: Education beyond the secondary level must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education.

SPECIAL REQUIREMENT: At time of appointment, possession of a valid license to operate a motor vehicle in the State of New York, appropriate to the type of vehicle and/or equipment being operated. The appointing authority is responsible for verifying and ensuring that the candidate meets these conditions at time of appointment and throughout the course of employment.

Towns, Villages
Cities of Rye and Peekskill
J. C.: Non-competitive

Job Class Code: 0476

1a

* Formerly known as "Maintenance Foreman (Gardener)"