

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

GROUNDS SUPERVISOR

POSITION CODE: 17549
Effective: 2-1-76

DISTINGUISHING FEATURES OF WORK:

Under direction, supervises laborers, maintenance workers and residents engaged in seeding, planting and trimming of trees and shrubbery; supervises sodding and minor earth grading involved in soil erosion control and the improvement and maintenance of grounds, parks and roadsides; supervises mowing and trimming of lawns.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Supervises the propagation, planting, growth, transplanting and pruning of trees, shrubs and outdoor flower beds.
2. Supervises the landscaping and maintenance of institution grounds.
3. Supervises the removal of dead trees.
4. Supervises grave digging and stone setting.
5. Supervises and assists in the seeding, grading, rolling and sodding of highway roadsides, park areas and lawn plots.
6. Supervises and directs the use of insecticides and other spray treatments for the purpose of preventing and eradicating plant and tree diseases.
7. Operates hand or power mowers; supervises their operations.
8. Makes minor repairs to roads and buildings; directs snow and ice removal from roadways and walks.
9. Directs workers involved in maintaining the school athletic field, swimming pool markings, running lanes, marking jumping pits and laying out plots for tract events.

GROUNDS SUPERVISOR (Continued)

10. Makes minor repairs to equipment.
11. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to completion of an eight grade education.

Requires one year experience in landscape work.

Knowledges, Skills and Abilities

Requires working knowledge of grounds maintenance equipment.

Requires working knowledge of plant husbandry.

Requires ability to train and direct unskilled and semiskilled workers.

Requires ability to make simple reports.

Requires ability to perform semiskilled maintenance tasks.

Requires skill and operation of power or hand driven equipment.