


Job Evaluation Rating Documentation

<p>CUPE, SEIU, SGEU, SAHO</p> 	<p>Job Title <u>Head Groundskeeper</u></p> <p>Date <u>October, 2000</u></p> <p>Revised Date <u>2004</u></p> <p>Revised Date _____</p>	<p>Code</p> <p><u>119</u></p>
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<p>Decision Making</p> <p>Within limits of accepted practice, makes choices about work priorities when dealing with urgent grounds keeping needs (e.g., snow removal), regular work requirements and seasonal groundskeeping priorities. Prioritizes and arranges work schedules/staff to meet unexpected needs (e.g., pest/weed control, seasonal groundskeeping).</p>	<p>Degree</p> <p><u>3.0</u></p>
<p>Education</p> <p>Grade 12.</p>	<p><u>2.0</u></p>
<p>Experience</p> <p>Twelve (12) months previous experience in landscaping, gardening, grounds keeping and related equipment repair to consolidate knowledge and skills. Twelve (12) months on the job to develop administrative/supervisory skills and become familiar with region/facility/department policies and procedures.</p>	<p><u>5.0</u></p>
<p>Independent Judgement</p> <p>Performs grounds keeping tasks according to established procedures. Resolves minor operating problems such as equipment malfunctions.</p>	<p><u>3.0</u></p>
<p>Working Relationships</p> <p>Regular contact with contractors, suppliers and business representatives. Requires appropriate tact when providing notification regarding used of pesticides/herbicides and closing parking lots for snow removal.</p>	<p><u>3.0</u></p>

Impact of Action	Degree
<p>Coordinates resources and ensures the delivery of groundskeeping services meets quality service standards.</p> <p>Inadequate snow clearing and maintenance of sidewalks and parking lots may result in minor injury/discomfort to others. May cause serious results through breakdown in equipment or services as a result of inadequate planning (e.g., timely removal of ice and snow, pesticide application, preventative maintenance of groundskeeping equipment).</p>	<u>2.5</u>
<p>Leadership and/or Supervision</p> <p>Provides limited direction to the groundskeeping staff by assigning work, checking results, and controlling costs.</p> <p>Schedules and replaces staff.</p>	<u>3.0</u>
<p>Physical Demands</p> <p>Regular physical effort climbing, crouching, reaching and operating equipment with periodic heavy effort pushing, shoveling and lifting.</p>	<u>2.5</u>
<p>Sensory Demands</p> <p>Occasional sensory effort when landscaping, with more concentration required when using hand/power tools and operating equipment/vehicles.</p>	<u>1.5</u>
<p>Environment</p> <p>Regular exposure to major conditions such as chemicals, unpredictable weights, extreme noise and extreme weather conditions.</p>	<u>4.0</u>