



UNION JOB DESCRIPTION

TITLE: Landscape and Grounds Inspector

DEFINITION:

Under the direction of the Manager, Facilities Maintenance and Grounds or designee, this position works on a variety of tasks and/or projects associated with the landscaping construction and maintenance of District properties. Monitors work performed by the District's landscape contractors in landscape maintenance and construction work. Works with and advises District management on operations and contractor performance.

DISTINGUISHING CHARACTERISTICS:

This classification has two levels with time and advancement requirements to move from Level I to Level II and is contingent upon gaining certain skills, abilities, and knowledge related to Level II work over the course of a two (2) year period. At management's discretion, the incumbent may be advanced from Level I to Level II without having to meet the minimum time requirements.

This position acts as a Foreman when overseeing the work of District employees, but typically inspects the work of independent contractors and ensures contract compliance. Reports inspection results to management and communicates directly within the landscape contractor. This is a working Inspector/Foreman position and must be able to perform landscape and grounds maintenance duties. This is a bid classification where the District will select the successful candidate through a joint collaborative interview process.

LEVEL I

BASIC RESPONSIBILITIES:

1. Monitors, records, and evaluates the performance of the District's landscape contractors. Assists in providing recommendations to District management on continued use of landscape/maintenance services.
2. Conducts on-site compliance inspections of the District's landscape contractors.
3. Supervises District crews engaged in landscaping tasks/projects. Trains assigned crew in proper landscape maintenance. Provides on the job safety training in all aspects of landscaping and grounds maintenance.
4. Supervises and inspects the work of contractors in the mowing, edging of lawns, trimming of shrubs, plants and trees, and plantings of flowers, shrubs, trees, etc. Supervises and inspects the installation and maintenance of signage, fences, irrigation systems and other landscape amenities. Supervises and provides training to District crews in the application of fertilizers and pesticides.
5. Assists and provides input in development of new landscape and maintenance plans.
6. Performs any and all landscaping and grounds maintenance functions including but not limited to;
 - Irrigation maintenance and repairs
 - Signage installation
 - Pesticide application to control invasive weeds and insects
 - Litter and debris removal

OTHER RESPONSIBILITIES:

1. Attends industry-related seminars to stay apprised of new methods and technologies.
2. Performs snow removal and brush clearing as required.
3. Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

These qualifications are those usually exhibited by a person with

Knowledge of:

- Paver hardscape installation.
- Landscape maintenance practices/plans, plant, shrub and tree selection and growth needs, and chemical processes for pest control.
- Installation and maintenance of irrigation and drainage systems in a commercial/industrial environment.
- Arborist skills and knowledge related to tree health.
- Related landscaping tools and equipment.
- Integrated pest management approach to pest control.

Ability to:

- Read, understand, and develop landscape drawings and plans.
- Supervise, train, and inspect work of others.
- Operate and maintain equipment and tools associated with landscaping functions (chain saws, mowers, line trimmers, etc.).
- Operate other related maintenance equipment as needed (snow removal equipment, sanders, trucks, trailers, backhoe, etc.).
- Work independently.
- Communicate effectively with internal and external customers, both orally and in writing.
- Work effectively outdoors in all seasonal weather conditions.
- Follow instructions.
- Learn, apply and follow District policies, procedures, directives.
- Stay informed of new and emerging landscaping practices, tools and equipment.
- Work on iPad or computers to communicate and perform tasks related to landscape activities.

Education/Experience:

- Five (5) years of experience in the maintenance and care of commercial/industrial landscaped areas including lawns, shrubs, plants, trees and irrigation/drainage systems including two (2) years experience in the direct supervision of landscape maintenance personnel engaged in commercial/industrial landscape maintenance work.

License, Certification and/or Testing:

- Successful completion of an interview process.
- Successful completion of a physical ability examination.
- Valid Washington State Driver's License.
- Certified Pesticide Applicator License (immediately).
- First Aid/CPR Certificate within six (6) months of hire.

LEVEL II

BASIC RESPONSIBILITIES:

In addition to the basic responsibilities of Level I, performs the following:

1. Provides technical advice and assistance in the development of contract specifications. Facilitates Landscape Contract pre-bid meetings.
2. Conducts site inspection tours for prospective contractors. Conducts on-site inspections and documents the findings for environmental concerns.
3. Works with and provides compliance inspection assistance for District project managers involved in landscape construction on District property.
4. Identifies diseased plants and applies knowledge of treatments to provide remedies.
5. Represents the District in working with vendors and contractors.
6. Evaluates and recommends to management new equipment, products and materials related to landscape construction and maintenance. Maintains landscaping tools and equipment.

OTHER RESPONSIBILITIES:

1. Coordinates with other District departments to develop District standard landscape construction and maintenance specifications.
2. Provides technical advice and assistance to other governmental entities and to other District departments in planning the landscape portion of District construction projects.
3. Communicates with District security, State, County and City law enforcement agencies and/or any other regulatory or enforcement agency on issues concerning vandalism, illegal dumping and/or safety or security issues on District property.
4. Assists with budget development.

MINIMUM QUALIFICATIONS:

These qualifications are those usually exhibited by a person with

Knowledge of:

- Landscape development and maintenance practices/plans, plant, shrub and tree selection and growth needs, and integrated pest management approach to pest control.
- Laws and regulations impacting grounds such as storm water runoff, endangered species, hazardous waste spills, hazardous waste disposal, and noxious plant identification and eradication methods.
- Related landscaping tools and equipment.
- Contract development and administration.
- Evaluation and cost-benefits analysis techniques.
- Plant varieties specific to the pacific NW that are drought tolerant, pest resistant and non-invasive.

Ability to:

- Read, understand, and develop landscape drawings and plans.
- Supervise, train, and inspect work of others.
- Operate and maintain equipment and tools associated with landscaping functions (chain saws, mowers, line trimmers, etc.).

- Operate other related maintenance equipment as needed (snow removal equipment, sanders, trucks, trailers, backhoe, etc.).
- Work independently.
- Communicate effectively with internal and external customers, both orally and in writing.
- Work effectively outdoors in all seasonal weather conditions.
- Follow instructions.
- Learn, apply and follow District policies, procedures, directives and contracting methods/processes.
- Develop recommendations and solutions to landscaping issues/problems.
- Stay informed of new and emerging landscaping practices, tools and equipment. Work on iPad or computers to communicate and perform tasks related to landscape activities.

Education/Experience:

- Seven (7) years experience in the maintenance and care of commercial/industrial landscape areas including lawns, shrubs, construction, trees, irrigation/drainage systems and hardscapes, including three (3) years experience in the direct supervision of landscape maintenance personnel engaged in commercial/industrial landscape maintenance and construction work.

OR

- Two (2) years' experience successfully performing in the Level I position.

License, Certification and/or Testing:

- Successful completion of an interview process.
- Successful completion of a physical agility examination (waived if taken/passed at Level I).
- Valid Washington State Driver's License.
- Certified Pesticide Applicator License (immediately).
- First Aid/CPR Certificate within six (6) months of hire.

WORKING CONDITIONS:

- Work is performed outside in varying weather conditions and on uneven terrain.
- Employees risk physical hazard from tools, equipment, chemicals, and vapors from application of pesticides.
- May be required to lift heavy equipment and materials in excess of 90 lbs.
- May be exposed to loud noise from tools and equipment.
- Employee should be capable of climbing, bending, squatting and any other physical activity required to perform any and all work related to landscape maintenance.