



## Job Description

**Job Title: Landscape Services Technician I**

**JTC: P40**

**Salary Range: N01**

**FLSA: Non-Exempt**

Since 1965, we have served more than 3 million students. Dallas County Community College District (DCCCD) is one of the largest community college systems in the state of Texas, which includes seven independently accredited colleges located around the Dallas/Fort Worth area.

### POSITION SUMMARY

Responsible for landscaping and maintaining grounds using hand powered tools and/or equipment. Performs a variety of tasks such as planting, trimming, sod laying, watering, and mowing in order to maintain the areas around the college buildings, facilities and maintains landscaping equipment.

### REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Basic knowledge and understanding of gasoline/electrical engine operations and repair.

Ability to use a computer. Able to conduct landscape tasks such as setting up, maintaining and troubleshooting sprinklers systems, planting, mowing and weeding.

Execute strong attention to detail and personal integrity including working with a team.

Able to maintain and promote safe working conditions pertaining to grounds, tools and equipment.

Ability to communicate effectively and courteously with individuals from diverse backgrounds. Able to provide excellent customer service to clients.

### PHYSICAL REQUIREMENTS

Normal physical job functions performed within a standard office environment. Reasonable accommodations may be made to individuals with physical challenges to perform the essential duties and responsibilities. Occasionally may be required to lift and carry materials weighing up to 50 pounds.

### MINIMUM KNOWLEDGE AND EXPERIENCE

High School Diploma or GED is required plus six months of experience. May require a current pesticide license. \*\*\* Will be subject to a criminal background check. Some positions may be subject to a fingerprint check. \*\*\*

### ESSENTIAL DUTIES AND RESPONSIBILITIES

Operates a variety of light to moderately heavy equipment used in landscape maintenance activities including trimming, mowing, watering grass and shrubs, pruning and maintaining grounds. Plant and



transplant trees, shrubs and flowers; sods grass, plants seed, pulls weeds and spray fertilizer and insecticides.

Moves soil, equipment and materials, dig holes, and perform related duties to assist other Landscape Technicians in landscaping functions.

Ensure safe work practices for landscape areas and ensures campus is in compliance of city ordinances as advised by supervisor. Ensures tools are maintained properly and stored in a safe area. Work with coworkers and clients to complete projects.

Performs routine maintenance and service on assigned equipment. Report equipment repair problems to the Landscape Services Supervisor. Picks up litter on the campus pavement and grounds area.

Completes required DCCCD Professional Development training hours per academic year. Utilizes excellent communication skills and the ability to interact with diverse internal/external stakeholders and constituents within the DCCCD community network.

Performs related duties as assigned.

*The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job and shall not be construed as a declaration of the total of the specific duties and responsibilities of any particular position. Incumbents may be directed to perform job-related tasks other than those specifically presented in this description. Position requires regular and predictable attendance.*