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| **Job Title:**  Greens Keeper I | **EMPLOYMENT STATUS** | |
| **Department:**  750 | **Regular X** | **Temporary** |
| **Grades: 2**  **Salary: $30,067 - $42,094** | **Full-Time X** | **Part-Time** |
| **Reports To:**  Golf Course Operations Superintendent | **Exempt** | **Non-exempt X** |

**JOB DESCRIPTION**

**ESSENTIAL FUNCTIONS:**

* Mowing of turf
* Operating greens mower, Kubota tractor & Trimax mower, and backhoe
* Repair sprinkler heads, mowers, tree trimmers, and water leaks
* Trim trees
* Keep a pesticide record, order fertilizer, and insecticide, etc.
* Train New employees

Basic Functions:

• Keep the overall appearance of the Golf Course in the highest possible standard (includes: greens, trees, fairways, rough irrigation system)

• Mechanical work on Golf Course equipment, greens’ mower, fairway gang mower, irrigation pumps, pump motors, and sprinkler, etc.

• Apply chemicals to turf (herbicides, insecticides, fungicides)

• Recognize Pest and Disease in turf

• Routine ground maintenance

* Perform other duties as assigned.
* Operate and repair all types of Turf Equipment
* Troubleshoot underground electric sprinkler controllers
* Perform other duties as assigned

ESSENTIAL WORK HABIT**:**

* Regular and consistent attendance in a workplace environment.
* Scheduled alternating weekend work and subject to work holidays and minimal overtime.

**Types of Equipment Used:**

* Jacobsen II Leaf/3 Reel Greens Mower
* Toro Greens mower
* Kubota 54Hp Tractor w/ Trimax mower
* 30 hp New Holland Tractor with M
* 100 Gal. 7 hp pull behind sprayer
* Toro Chemical Sprayer
* ½ Ton Pickup Truck, Turf Trucksters
* Weed eater, chain saws, pde saws, power hand tools, Etc.
* Backhoe, Wind gage, and sod cutter

**QUALIFICATIONS**

**KNOWLEDGE, SKILLS AND ABILITIES**

• Knowledge of chemical applications

**MINIMUM REQUIRES FOR EMPLOYMENT**

EDUCATION, EXPERIENCE, AND CERTIFICATION

* + High School Diploma or G.E.D. 3 – 4 years of general golf course maintenance
  + Valid TX Driver’s License or available alternate means of transportation.
  + Work schedule is Monday thru Friday 7:00 – 4:00 with scheduled alternating weekends and holidays.
  + Must pass a pre-employment drug screen and criminal background investigation
* Turf & Irrigation
* TDA Noncommercial Political Applicator Certificate
  + Ability to problem solve

Problem Solving/Decision Making

* Irrigation – detect dry spot or a pest problem and address accordingly
* Repair sprinklers
* Knowledge of chemicals and chemical use
* Identify the pest, problem, and source

Physical Requirements:

* Requires strenuous physical work, heavy lifting, pushing, pulling objects 50 – 100 pounds
* Work environment involves exposure to hazards or physical risk, which require following basic safety precautions.
* Work involves exposures to extreme weather conditions (hot, cold and rain).
* Will be around toxic chemicals, dirt, dust, fumes, smoke, loud noises, and different fuels (diesel and gas).
* Ability to move about an office or building. Ability to transport self from building to

building and to attend various functions and meetings at other sites either within or outside the City.

* Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate a computer, telephone and related equipment.
* Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively.
* Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to review a wide variety of materials in electronic or hardcopy form.
* Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to function within the general office environment. (Standing/walking, sitting, lifting/carrying, pushing/pulling, reaching and bending).

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**NOTHING CONTAINED IN THIS JOB DESCRIPTION OR ANY OTHER MATERIALS OR INFORMATION DISTRIBUTED BY THE CITY OF BEEVILLE CREATES A CONTRACT OF EMPLOYMENT BETWEEN AN EMPLOYEE AND THE CITY.**

**SIGNATURES AND DATES**

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

*Check the appropriate box and fill in the appropriate accommodations, if required, then sign and date.*

I have read and understand this job description and acknowledge that I am able to complete the

Essential function of my job without accommodations.

I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this job:

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Employee Signature Date

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Supervisor Signature Date

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Human Resources Date