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## Auburn University Job Description

Job Title:	<b>Supv, Landscape</b>	Job Family:	No Family
Job Code:	<b>NB37</b>	Grade 33:	\$39,300 - \$65,500
FLSA status:	Non-exempt		

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### Job Summary

Assigns and trains employees in all aspects of landscaping using proper landscape techniques in order to maintain university grounds while maintaining a safe atmosphere for students and faculty.

### Essential Functions

1. Directs and participates in the installation and maintenance of landscaping to ensure that grounds are kept presentable at all times.
2. Communicates with others to keep them informed of work progress, answer questions, and ensure that plans and duties are carried out in a safe, productive, and professional manner.
3. Plans and prepares job sites for installation and maintenance of landscaping on the university campus.
4. Schedules, oversees, and participates in routine landscaping duties throughout campus.
5. Oversees maintenance and repair of landscaping equipment such as backhoes, tractors, implements, riding mowers, etc.
6. Coordinates landscape plans and activities with project managers, outside contractors, utility personnel, and other landscape personnel.

### Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

*The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.*

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### Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
<b>Education</b>	High School	High School Diploma or equivalent
<b>Experience (yrs.)</b>	6	Experience in practices, equipment, and maintenance associated with landscape work

#### Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

#### Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

#### Minimum Required Knowledge

Knowledge of landscape materials and operations, and environmental/OSHA regulations. Developed supervisory skills.

#### Certification or Licensure Requirements

Valid Driver's License Required and Pesticide License may be required for some positions.

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### Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting up to 25 pounds.

Job occasionally requires sitting, climbing or balancing, and lifting up to 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 1/5/2012

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