

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
JOB DESCRIPTION**

**JOB TITLE:** Landscape Services Apprentice

**DATE PREPARED:** Summer 2014

**DATE REVISED:** Spring 2015; Spring 2017

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**GENERAL SUMMARY:**

Performs entry level work, by learning relevant skills and gain the practical knowledge and experience and achieve the qualifications required to complete the apprenticeship.

**PRINCIPAL DUTIES AND RESPONSIBILITIES:**

Learns how to operate a variety of light to moderately heavy equipment used in grounds maintenance activities including trimming, mowing, pruning and maintaining grounds.

Assists in preventive maintenance, field maintenance and service on assigned equipment.

Learns general maintenance of the sprinkler system and equipment.

Performs other manual labor and related work as required.

Ensures safe work practices for grounds area and ensure campus is in violation of city ordinances as advised by supervisor

Mows grass with push and riding mowers; trims and removes weeds; prunes trees and shrubs; waters grass and shrubs.

Observe at all times the Health and Safety at work regulation in order to maintain a safe working environment.

Picks up litter on campus pavement and grounds area.

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

Performs other duties as required.

**REPORTING RELATIONSHIP:**

Varies depending on organizational needs.

**PHYSICAL EFFORT REQUIRED:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

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#### **PHYSICAL EFFORT REQUIRED: - continued**

While performing the duties of this job, the employee is occasionally required to stand, walk, sit, push, lift, dig, haul, pull, reach, carry, grasp, squat or stoop, bend and twist the body while performing essential duties, use hands to finger, handle or feel objects, tools or controls, reach with hands and arms, climb stairs, talk or hear. The employee must have the ability to occasionally lift and/or move up to 50 pounds. Specific vision abilities required by the job include ability to distinguish the nature of objects by using the eye.

#### **MINIMUM EDUCATIONAL/SKILL REQUIREMENTS:**

- Educational development which has produced the ability to read, write and apply common sense understanding to carry out oral and/or written instructions.
- Ability to communicate effectively and courteously with individuals from diverse backgrounds.
- Knowledge and experience providing effective customer service.
- Valid driver's license required.
- \*\*\* Will be subject to a criminal background check. Some positions may be subject to a fingerprint check. \*\*\*