

MONTEREY PENINSULA COLLEGE

POOL OPERATOR/GROUNDSKEEPER

JOB SUMMARY

Under direct supervision of the Facilities Operations Supervisor, perform routine cleaning, skilled maintenance and repair work on swimming pool and related equipment. Maintain a safe and sanitary environment for pool area. Perform daily gardening and grounds maintenance duties. Provide assistance to warehouse.

EXAMPLES OF FUNCTIONS

Pool Maintenance

Set-up and prepare for a variety of pool operations and activities, special programs and events; remove covers from pool for scheduled usage, and cover it whenever pool is not scheduled to be in use for a specified amount of time; ensure compliance with current health codes and regulations..

Maintain a safe and sanitary environment of pool and surrounding area; brush and vacuum pool debris, bacterial growth and marks; clean and repair pool filtration system strainer and other mechanical equipment related to the operation of the swimming pool.

Test swimming pool periodically throughout the day for chlorine and pH levels; maintain records of pool condition; maintain proper temperatures, pH, chlorine balances; add chemicals and adjust pool filtration, heating, and chlorinating systems for proper safe pool operations.

Maintain a variety of logs and records of maintenance, inventory of chemical applications, equipment and supplies; repair and replacement as required; order and stock pool chemicals and supplies as necessary to ensure uninterrupted operation of the swimming pool.

Super-chlorinate the pool and backwash filtration system as required by normal public pool standards.

Operate a variety of equipment such as vacuum pumps, water testing equipment.

Initiate service requests for all necessary maintenance and repair.

Groundskeeper and Facilities Functions as assigned:

Perform a variety of skilled and semi-skilled work in the maintenance of the college grounds.

Sweep walkways, pick up litter, rake leaves and eradicate weeds; trim and prune.

Service, maintain, and perform adjustments and routine repair work on hand and power grounds maintenance equipment.

Prepare, cultivate, fertilize, and water, lawns, shrubs, trees, hedges, flowers, and a variety of plants.

Perform varied duties in the planting and transplanting of ornamental plants, trees and shrubs; mow and edge lawns.

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Prepare and apply appropriate and approved fertilizers, non-restricted insecticides, herbicides, and pesticides to maintain landscaped areas in a disease-free/insect-free state.

Operate hand and power tools and equipment including power mowers, electric hedgers, lawn edgers, power blowers, chainsaws, pressure washers and weed eaters.

Operate heavy equipment including forklift, dump truck, trencher, boomlift, street sweeper, top dresser and tractor with and without attachments.

Design and arrange planting areas; build planter boxes, sand boxes and fences; mix, pour and finish concrete; paint/weatherproof where necessary.

Assist in the installation and repair of athletic landscaping; prepare athletic fields for events.

Install sprinkler systems and repair sprinklers on lawns; install irrigation systems as needed.

Remove exterior trash and recycle containers; handle hazardous materials properly.

Assist in performing duties for warehouse, maintenance and facilities areas as needed and as assigned.

Assist in setting up and removing furniture and standard and specialized equipment for campus functions and special activities.

Perform light carpentry work; patch sidewalks, roadways and parking lots; set up road signs.

Perform low voltage electrical repairs to irrigation systems; install conduit and electrical piping for irrigation.

Perform call back and overtime duties in an emergency.

Other Duties

Receive and inspect incoming stock, equipment, supplies and materials for conformity to purchase orders and packing slips. Maintain an accurate record for all materials and goods shipped and received. Pack materials for returning and/or shipping.

Sort and deliver mail, office supplies and equipment to requesting division, department or individual.

Attend and participate in staff meetings and specialized in-service training sessions including but not limited to requirements of OSHA and the EPA.

Respond to call backs.

Perform other related duties as assigned.

EMPLOYMENT STANDARDS

Education and Experience

Any combination of training and experience which would indicate possession of the required knowledge, skills, and abilities listed herein. For example, a high school diploma or equivalent, and a combination of training and skills which would demonstrate the skill and ability to safely operate a large public swimming pool and some experience related to maintenance.,

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Knowledge

Knowledge of: pool maintenance methods, tools and materials used in pool operation and maintenance, and minor repair of pool equipment; modern cleaning methods, materials, tools, and equipment; safe use and operation of equipment and chemicals used in grounds maintenance and gardening; safe working methods and procedures, and safety information.

Abilities

Ability to: safely, efficiently, and effectively use pool cleaning materials; learn, interpret and apply new technologies and products as directed; read and write at a level sufficient to perform required duties safely and successfully; understand and follow written and oral instructions; perform basic arithmetical calculations with speed and accuracy; communicate effectively orally and in writing; establish and maintain effective work relationships with those contacted in the performance of required duties; demonstrate an understanding of, sensitivity to and appreciation for all individuals from diverse backgrounds.

PHYSICAL EFFORT / WORK ENVIRONMENT

Moderate to heavy physical effort, which may include frequent walking; bending, reaching, pulling, pushing; periodic handling of heavy parcels, machines, or equipment of up to 50 pounds; frequent full body exertion; working from a ladder. Indoor or outdoor work environment; exposure to environmental extremes.

License and Certifications: Possess a valid Class C California driver's license and evidence of appropriate automobile insurance based on DMV regulations; maintain current certificates including, but not limited to: forklift, dump truck and tractor safety and hazardous waste handling. Hold or obtain a valid Certified Pool Operator training certificate within six months of employment.

**Classified Salary Schedule: Range 10
Board Approval**

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