

Landscaping and Grounds Equipment Operator Supervisor

Position Details

Class Code: 8005

Job Family: Service/Operations Workers

Classification: Support Professional

Terms of Employment: [Pay Grade 58 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Position Summary

Under general direction, plans, schedules, supervises, and inspects the work of equipment operators/truck drivers, and landscaping/grounds work crews, along with skilled work in operation of landscaping and grounds equipment.

Essential Duties and Responsibilities

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Supervises, plans, coordinates, and inspects progress of equipment operators, truck drivers, and landscaping/grounds work crews.
2. Performs skilled work related to the operation of landscaping and grounds equipment including, but not limited to:
 - Loading, unloading, and securing equipment from trailers for transport to and from Clark County School District (CCSD) facilities.
 - Operating small landscaping and grounds equipment necessary to maintain athletic facilities.
 - Inspecting trucks and construction, landscaping, and grounds equipment to ensure safe operation.
 - Performing final precise field grading using road grader and laser equipment.
 - Hauling refuse to area landfill.

- Performing delicate backhoe operations around water lines and other utilities.
 - Performing dust control in stockyard and CCSD properties in compliance with local jurisdiction requirements.
 - Clearing trash and debris from vacant CCSD properties.
 - Operating tractors and proper attachments (aerators, fertilizer spreaders, etc.) in the maintenance of sports fields.
 - Explaining and demonstrating the preparation of athletic fields for sports activities to staff.
 - Explaining and demonstrating equipment operation (double axel trucks, large trailers, water trucks, etc.).
 - Monitoring staff in servicing vehicles and reporting necessary truck or equipment repairs.
3. Prepares estimates and gathers cost data.
 4. Prepares diagrams and/or sketches of work to be done.
 5. Confers with outside vendors and contractors.
 6. Coordinates work schedules with schools, other trades, outside agencies, and public utilities. Inspects sites to determine materials/labor needs and cost estimates for work to be performed.
 7. Supervises and inspects work in progress as well as approves upon completion, or disapproves and directs corrective measures.
 8. Expedites or makes repairs in emergency situations.
 9. Provides input for the evaluation of assigned staff.
 10. Responsible for the safe handling and disposal of hazardous materials.
 11. Conforms to safety standards, as prescribed.
 12. Trains assigned personnel equipment operator/truck driver, and landscaping/grounds on procedures at CCSD.
 13. Ensures that all equipment and staff comply with current Nevada Department of Transportation (NDOT) Statutes & Regulations.
 14. Performs other tasks related to the position, as assigned.

Distinguishing Characteristics

Involves supervising and coordinating the work of Equipment Operator/Truck Drivers and landscaping and grounds work crews.

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of the operation and care of appropriate landscaping and grounds equipment.
 2. Knowledge of athletic field layouts.
 3. Knowledge of traffic laws, ordinances, and rules applicable to motor vehicles, equipment operation, and Nevada Department of Transportation (NDOT) Statutes & Regulations.
 4. Knowledge of land development practices (excavating, rough grading, and final grading).
 5. Knowledge of the safe operation of trucks requiring Class A commercial driver's license (CDL) (dump truck, water truck, etc.).
 6. Knowledge of safe attachment and hauling of trailers and proper securing of equipment on trailers.
 7. Ability to safely operate heavy construction equipment.
 8. Ability to recognize, understand, interpret, and apply local, state, federal, and national codes and regulations including, but not limited to: Occupational Safety and Health Administration (OSHA), etc.
 9. Ability to read and interpret blueprints, schematics, wiring and logic diagrams, and specifications.
 10. Ability to provide cost estimate information.
 11. Ability to supervise and evaluate employees.
 12. Ability to operate hand/power tools and heavy construction equipment.
 13. Ability to learn and apply operating, safety, and work procedures.
 14. Ability to read and interpret written/verbal instructions.
 15. Ability to communicate effectively both verbally and in writing.
 16. Ability to perform strenuous physical work.
 17. Ability to safely move and relocate heavy objects.
 18. Ability to work flexible hours/shifts.
 19. Ability to work in confined areas.
 20. Ability to withstand heights and perform work safely.
 21. Ability to work cooperatively with employees, vendors, contractors, and the public.
 22. Ability to recognize and report hazards and apply safe work methods.
 23. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Education, Training, and Experience

1. High school graduation or other equivalent (General Educational Development (GED), foreign equivalency, etc.).
2. Two (2) years of experience in the operation of heavy construction equipment; four (4) years of experience driving any combination of vehicles with a gross combined weight rating (GCWR) of 26,001 lbs. or more and/or hauling a trailer with a GCWR of 10,000 lbs.

Licenses and Certifications

1. A valid driver's license (Class A) that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV) at time of application or Qualified Selection Pool (QSP) placement and at time of interview prior to final selection.
3. Safe driving record. Safe driving record must be maintained for the duration of the assignment.
4. Dust Control Certification from the Clark County Department of Air Quality and Environmental Management. Certification must be maintained for the duration of the assignment.
5. Current First Aid certificate from the American Heart Association, American Red Cross, or other similar organization. Certification must be maintained for the duration of the assignment. Certification training must be in-person and include a hands-on component. Online courses will not be accepted. A copy of the front and back of the First Aid certificate must be uploaded into the application.
6. Current Cardiopulmonary Resuscitation/Automated External Defibrillator (CPR/AED) certificate from the American Heart Association, American Red Cross, or other similar organization. Certification must be maintained for the duration of the assignment. Certification training must be in-person and include a hands-on component. Online courses will not be accepted. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.
7. Hold or be able to obtain forklift qualification card. If qualification card is not in possession at time of application or QSP request, it must be obtained within five (5) months of hire into position. Qualification card must be maintained for the duration of the assignment.

Preferred Qualifications

Supervisory experience.

Document(s) Required at Time of Application

1. High school transcript or other equivalent (GED, foreign equivalency, etc.).
 2. Copy of a valid driver's license (Class A) that allows the applicant/employee to legally operate a motor vehicle in Nevada.
 3. Copy of current driving history (dated within six (6) months from date printed) issued by the DMV.
 4. Safe driving record.
 5. Valid Dust Control Certification from the Clark County Department of Air Quality and Environmental Management.
 6. Current First Aid certificate as indicated above. A copy of the front and back of the First Aid certificate must be uploaded into the application.
 7. Current CPR/AED certificate as indicated above. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.
 8. CCSD-issued forklift qualification card, if in possession at time of application.
 9. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

CCSD facilities – department offices, schools, athletic fields, mechanical equipment rooms, grounds repair shop, etc.

Work Environment

Strength

Medium/heavy - exert force of 50-100 lbs., occasionally; 25-50 lbs., frequently; 10-20 lbs., constantly.

Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, climbing, crouching, reaching, handling, and repetitive fine motor activities. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Hearing and speech to communicate in person, via video conference and computers, or over the telephone.

Vision: Frequent near and far acuity, and color vision. Vision to read printed and online materials, video display terminal (VDT) screens, or other monitoring devices.

Environmental Conditions

Varies from a climate-controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods, and frequent exposure to hazardous materials/waste.

Hazards

Risk of exposure to electric shock. Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

Examples of Equipment/Supplies Used to Perform Tasks

CCSD-issued/personal vehicles, dump trucks, front-end loaders, tractors, road graders, water trucks, backhoes, trenchers, mowers, sod cutters, sweepers, aerators, renovators, gasoline and diesel fuel, athletic field paint, fertilizers, forklifts, man-lifts, hand and power tools, equipment required for the safe handling and disposal of hazardous materials, etc.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity, or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Revised: 03/19/24
- Created: 03/18/11