



NEWPORT NEWS, VA  
CITY OF OPPORTUNITY

JOB DESCRIPTION  
**GROUNDKEEPER, SENIOR**  
(PARKS DIVISION)

PARKS, RECREATION, AND TOURISM Human Resources Department  
700 Town Center Drive, Suite 200  
Newport News, VA 23606  
Phone: (757) 926-1800  
Fax: (757) 926-1825

---

### **GENERAL STATEMENT OF RESPONSIBILITIES**

Under limited supervision, this position maintains a formal rose garden. Reports to the Superintendent of Parks Maintenance/Landscaping.

### **ESSENTIAL JOB FUNCTIONS**

Maintains a rose garden to include pruning, deadheading, planting, weeding, mulching, and chemical application. Maintains a chemical application program to control disease and insect damage.

Interacts with the public and others outside the work unit to obtain and provide information and assistance in a variety of circumstances including giving tours, speaking engagements, and conducting pruning classes; performs other similar types of administrative support activities such as purchasing supplies, brochure development and daily paperwork.

Performs other duties as assigned.

### **PERFORMANCE STANDARD**

Employees at all levels are expected to effectively work together to meet the needs of the community and the organization through work behaviors demonstrating the City's Values. Employees are also expected to lead by example and demonstrate the highest level of ethics.

### **REQUIRED KNOWLEDGE**

- Rose Gardening - Thorough knowledge of the techniques, tools, methods, practices, procedures and materials related to the seasonal demands of operating and maintaining a formal rose garden.
- Safety - Knowledge of occupational hazards, safety precautions, and safety regulations.

### **REQUIRED SKILLS**

- Interpersonal Relationships/Customer Service - Develops and maintains cooperative and professional relationships with employees, representatives from other departments and organizations, and the public.
- Judgement/Decision Making - Uses logic and reasoning to understand, analyze, and evaluate situations and exercise good judgment to make appropriate decisions.

## **REQUIRED ABILITIES**

- **Communication** - Ability to communicate ideas effectively. Ability to listen and understand directions, information and ideas presented verbally and in writing. Ability to handle a variety of customer service issues with tact and diplomacy.

## **EDUCATION AND EXPERIENCE**

Requires a high school diploma and 1-2 years of formal rose garden maintenance experience, or an equivalent combination of education and experience.

## **ADDITIONAL REQUIREMENTS**

An acceptable background check to include a sex offender registry check.

Requires a valid driver's license with acceptable driving record.

This position requires pre-employment medical examination.

Must obtain a Pesticide Spray Applicator's License at a Registered Technician level of skill within 90 days of employment.

## **PHYSICAL AND DEXTERITY REQUIREMENTS**

- Tasks require the regular and, at times, sustained performance of moderately physically demanding work.
- Some combination of climbing and balancing to include climbing ladders, stooping, kneeling, crouching, and crawling.
- May involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

## **SENSORY REQUIREMENTS**

- Some tasks require the ability to perceive and discriminate sounds, depth, texture, and visual cues or signals.
- Some tasks require the ability to communicate orally.

## **ENVIRONMENTAL HAZARDS**

Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, weather, fumes, temperature and noise extremes, hazardous materials, machinery, vibrations, traffic hazards, toxic agents, animals/wildlife, or water hazards.