

CITY OF ST. LOUIS CLASSIFICATION SPECIFICATION

CLASSIFICATION

TITLE: Gardener

CLASS CODE: 3632

GENERAL DESCRIPTION OF DUTIES:

Incumbents in this classification propagate and maintain plants, shrubs, and flowers in municipal nurseries, parks, and building grounds.

DISTINGUISHING CHARACTERISTICS:

This is a journey-level labor classification in the Parks Maintenance Series - Horticulture Group job family within the City of St. Louis. Incumbents within this classification perform routine to non-routine gardening duties. The distinguishing characteristics of this classification within the series include responsibility for manual and semi-skilled work in growing and maintenance of plants and may include the operation of equipment such as trucks, tractors, and loaders. Positions may be responsible for leading a crew in gardening activities.

Incumbents work under general supervision. While workers require some supervision in most assignments, they are free to develop their own work sequences within established procedures, methods and policies. They are generally subject to periodic supervisory checks.

This is an individual contributor class, meaning the incumbent is responsible for his/her own work including output, quality and timeliness. Incumbents may, however, explain work processes and train others, such as new employees, in the same or similar job title. The individual contributor may serve as a resource or guide by advising others on how to use processes within a system or as a member of a collaborative problem-solving team.

EXAMPLES OF WORK (Illustrative Only):

(The list of duties is intended to be representative of the duties performed in positions within this classification. It does not include all the duties that may be assigned to a position and is not necessarily descriptive of any one position in this class.)

Schedules, distributes/balances and guides the work assignments of co-workers, according to established work flow/assignment requirements, to assist supervisory staff with timely completion of the assigned work load.

Monitors and reports on co-worker work performance to determine overall conformity to established timetables and quality standards, and to document and communicate employee production levels and training needs.

Trains co-workers, as directed, in specific task, job practices and procedures to improve and maintain the performance levels of these employees.

Loads, transports, and unloads plants and materials using stake bed truck, dump truck, front loader, fork lift, and van; transports crew to and from work sites.

Instructs crew in planting and maintenance activities as necessary.

Prepares flowerbeds for planting; prepares soil, removes and hauls plant waste, hoes, tills, etc.

Sows seeds, transplants and plants flower beds.

Maintains flowerbeds by watering, pruning, fertilizing, weeding, and mulching.

Maintains grounds areas around flowerbeds by mowing and edging.

Controls insects and disease by spraying pesticides, herbicides, and fungicides.

Some positions in this class assist in greenhouse operations and/or may participate in the selection of plants.

Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Data Utilization:

Requires the ability to process, calculate, compute, summate, and/or tabulate data and/or information. Includes the ability to perform subsequent action in relation to these computational operations.

Human Interaction:

Requires the ability to provide guidance, assistance and/or interpretation to others, such as gardening work crews and the public, on how to apply policies, procedures and standards to specific situations.

Equipment, Machinery, Tools and Materials Use:

Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as vans, trucks, tractors, tillers, sprayers, and/or related materials used in performing essential functions.

Verbal Aptitude:

Requires the ability to utilize a wide variety of reference and descriptive data and information such as city policy and procedures, vehicle maintenance reports, product safety data sheets, correspondence and general operating manuals.

Mathematical Aptitude:

Requires the ability to perform addition, subtraction, multiplication and division, and to calculate areas.

Functional Reasoning:

Requires the ability to apply principles of influence systems such as, leading and coordinating. Ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution.

Situational Reasoning:

Requires the ability to exercise the judgment, decisiveness and creativity in situations involving a variety of generally pre-defined duties that may be subject to frequent change.

Environmental Factors:

Tasks may risk exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, traffic hazards, animals/wildlife, or toxic/poisonous agents.

Physical Requirements:

Requires the ability to regularly perform moderately physically demanding work, typically involving some combination of lifting, pushing, or pulling moderately heavy objects and materials, twenty (20) to fifty (50) pounds.

Requires the ability to stoop, kneel, crouch, crawl, balance, bend, and climb in order to perform gardening duties.

Sensory Requirements:

Ability to recognize and identify harmonious or contrasting combinations, as well as recognize individual characteristics of colors, shapes, and textures associated with job-related objects, materials such as coordinating color for beds.

The City of St. Louis is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of St. Louis will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the City.