



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 513.1

Job Title: **GARDENER**

Pay Grade: 8

GENERAL SUMMARY:

Performs horticultural duties such as planting, pruning, fertilization, pest control and other tasks needed for general care and maintenance of planting areas.

RESPONSIBILITIES:

- Monitors plant material to ensure plant health.
- Installs seasonal color plantings.
- Assists in pest control procedures.
- Provides regular intensive maintenance of plant material, such as watering, fertilizing, pruning, weeding and performing other projects as required.

SPECIFICATIONS:

KNOWLEDGE:

Basic knowledge of grammar, spelling, punctuation and simple mathematical functions like percentages, ratios, etc. as might normally be acquired through attainment of a high school diploma or a GED. Must have a valid Texas driver's license and comply with the City of Houston's policy on driving. Additional training in horticultural skills is preferred.

EXPERIENCE:

Two years of experience in a horticultural field such as landscape installation, grounds maintenance, plant production or pest control are required.

COMPLEXITY:

Work consists of routine and repetitive tasks, processes or operations requiring the selection and execution of simple actions.

IMPACT OF ACTIONS:

Errors in work typically lead to minor inconvenience and costs. Work is typically performed under close supervision of simple routine duties to ensure completion; or tasks are so highly routine that they may simply require following standardized instructions without continuous direct supervisory observation.

SUPERVISION EXERCISED:

Direct Supervision:

No direct report employees.

Indirect Supervision:

No indirect reports.

SPECIFICATIONS: (continued)

CONTACTS:

Internal Contacts:

Level of internal contact is extremely infrequent with virtually no contact beyond the immediate work unit/area. Interaction involves routine information exchange and/or simple service activity requiring common courtesy; e.g., answering questions, giving directions in response to simple requests.

External Contacts:

Level of external contact is extremely infrequent with virtually no outside contact. Interaction involves routine information exchange and/or simple service activity that requires common courtesy; e.g., directing calls, and answering simple questions.

PHYSICAL EFFORT:

The position involves considerable physical exertion, such as regular climbing of ladders, lifting of heavy objects (up to 80 pounds) on a highly frequent basis and/or assuming awkward positions for long periods of time.

WORK ENVIRONMENT:

There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.

PHYSICAL SKILL:

Requires the ability to make coordinated gross motor movements in response to changing external stimuli within moderately demanding tolerances; or the ability to make coordinated eye/hand movements on a patterned response space within low tolerance demands with no real speed requirements.

MISCELLANEOUS:

All duties and responsibilities may not be included in the above job description.

JOB FAMILY:

Gardener

Effective: December 1993