

Job Code 50EF  
Level D  
March 2017

## **TRADES APPRENTICE**

### **QUALIFICATIONS:**

#### **A. REQUIRED**

- Amphitheater Public Schools High School Diploma (minimum 2.5 GPA)
- 2 Teacher Recommendation Letters
- 1 Administrator Recommendation Letter
- Enrolled a minimum of part time (15 credits each year) at Pima Community College (PCC) for any of the following Facilities Trades Associates Degree programs:
  - HVAC
  - Electrician
  - Plumbing
  - Carpentry
  - Building Management
  - Construction Management
- Maintain a 2.5 GPA (proof each semester)
- Complete program in 4 consecutive years
- Valid Driver's License

### **SUMMARY:**

Apprentice will perform duties as they relate to the care, maintenance and establishment of lawns, trees, ornamentals, parking lots, sprinkler systems and grounds equipment, the first 2 years of apprenticeship. After 2 years completion, the apprentice will be assigned to a Journeyman within their PCC chosen trade program. After completion of their Associates degree, the Apprentice may compete for a permanent position, if available. Otherwise, Apprentice will receive a recommendation along with on the job experience in their field of study.

Applications will be accepted January – February each year and should be accompanied with a current report card, proof of on track to graduate in May, proof of application at PCC and recommendation letters listed above. Interviews will be scheduled in April.

Reports to: Assigned Facilities Supervisor

### **ESSENTIAL GROUNDSKEEPER I FUNCTIONS:**

- Plants trees, shrubs, ornamental flowers and lawns; also prunes trees and shrubs
- Irrigates/waters trees, shrubs, ornamental(s), flowers and lawns. Fertilizes same, as needed
- Operates lawn sprinkler system, mows lawns
- Removes debris from stairs and walks, rakes leaves
- Inspect grounds for hazardous and moisture conditions frequently

### **ESSENTIAL FUNCTIONS (continued):**

- Assists with stadium clean-up after events
- Performs maintenance and repair of sports fields
- Assists with the application of pesticides to control weeds, disease and insects
- Removes weeds manually when pesticide cannot be used
- Removes vegetation around sprinklers and valve boxes
- Operates vehicles and equipment used for grounds work
- Performs preventive maintenance on grounds equipment, as required
- Meets regularly with Manager of Grounds on work related duties and helps coordinate grounds activities with site administrators
- Maintains preventative maintenance work schedules, work history records, and performs preventative maintenance
- Works within a cost control budget; controls costs on materials and tool purchases; may develop an estimate of costs for repair jobs and new installations
- Participates on committees as assigned; makes suggestions to improve district/departmental operation; assists in establishing work schedules designed to minimize impact on instruction
- Exhibits patience, courtesy and tact when dealing with others
- Promotes and supports district-wide educational advancement in 21<sup>st</sup> Century Skills.
- Integrates knowledge and skills that are relevant to the 21<sup>st</sup> Century
- Performs related duties as required

### **MENTAL AND PHYSICAL REQUIREMENTS:**

- Ability to work under adverse weather conditions
- Ability to follow written and oral instructions
- Ability to lift up to 100 pounds
- Ability to kneel, pull, twist, bend and climb
- Ability to handle exposure to plants and pesticides

*Additional Trades Apprenticeship Program Descriptions, including Essential Functions will be provided upon request, but will not begin until after the successful completion of the first 2 years of the Trades Apprenticeship Program.*