



Grounds Sub-Foreman* - Hardscape

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POSITION DESCRIPTION **Grounds Sub-Foreman* - Hardscape**

GSF-HS - 1

Under instruction from the Foreman, coordinates tasks according to priorities and plans, schedules crews, allocates general and daily responsibilities, ensures all safety precautions and quality standards are met, reports on progress to the Foreman or Manager, communicates issues with projects and staff to the Foreman and/or Manager. This is a hands-on working position.

GSF-HS - 2

Works independently and when required travels from job site to job site using a School Board owned vehicle, for transporting workers, supplies, materials, tools and or equipment to the job site.

GSF-HS - 3

Schedules, organizes, procures projects in the grounds department. Maintains records and reports on projects.

GSF-HS - 4

Operates all vehicles, tools, apparatus, and loading other equipment related to grounds maintenance.

GSF-HS - 5

Assembles and installs Adventure Playground equipment, including drainage and protective ground cover in accordance with CSA Guidelines.

GSF-HS - 6

Removes snow with machinery, or by hand shoveling.

GSF-HS - 7

Carries out a preventative maintenance routine and inspections as directed, makes repairs as required, and updates records of maintenance activity for all Adventure Playground equipment.

GS-FHS - 8

Mixes or orders concrete for the construction of pads, curbs, and garbage containers, or the installation of steel and wood posts.

GSF-HS - 9

Installs grounds related equipment including but not limited to stand alone basketball hoops, signage on posts and fences, goal posts, backstops, play apparatus and garbage cans

GSF-HS - 10

Installs and maintains concrete works including but not limited to curbs, benches and bicycle racks

GSF-HS - 11

Makes repairs to existing asphalt using cold patch asphalt

GSF-HS - 12

Installs and maintains pads, paths, playground cover consisting of concrete, wood, gravel

GSF-HS - 13

Installs and maintains drainage for perimeter and playfield drains, including piping, catch basins, metal grates and drain rock

GSF-HS - 14

Operates drain cleaning augers and pumps when required for blockages related to perimeter and playfield drains.

GSF-HS - 15

Operates hand and power tools, welding gear and equipment as required while performing the duties of the Equipment Operator.

GSF-HS - 16

Trims and removes tree limbs or trees as directed by a supervisor.

GSF-HS - 17

Performs other assigned duties related to the above.

**At the time of writing, "Foreman" is the title used throughout the collective agreement. As per Article 1.10, "plural or feminine will apply wherever the singular or masculine is used.*

QUALIFICATIONS
Grounds Sub-Foreman - Hardscape

<p><i>EDUCATION</i></p>	<p>Grade 12 certificate or an equivalent combination of education, training and experience.</p> <p>Valid Class 5 British Columbia Driver’s License.</p> <p>Within the appraisal period obtain and keep current a certificate from a post-secondary institute showing successful completion of instruction in basic arc welding to a minimum of 36 hours and be able to demonstrate a basic skill level.</p> <p>Prepare to enroll in and complete courses related to supervisory skills such as leadership, organizational skills, team building and conflict resolution or agreement to complete such courses.</p> <p>Registration as a Canadian Playground Inspector within the Canadian Playground Safety Institute (CPSI)</p>
<p><i>EXPERIENCE</i></p>	<p><i>TECHNICAL REQUIREMENTS</i></p> <p>Must have a minimum of one (1) year demonstrated work experience in a supervisory role of a crew size of 3 or more employees in a related field.</p>
<p><i>KNOWLEDGE</i></p>	<p><i>THE CANDIDATE MUST POSSESS A DEMONSTRATED KNOWLEDGE OF:</i></p> <p>Grounds and landscaping maintenance practices and procedures.</p> <p>Ability to read and interpret plans of playfield and perimeter drainage</p> <p>Job related safety regulations and techniques as outlined in the Workers’ Compensation Board Industrial Health and Safety Regulations.</p> <p>Digital technology; including email, online databases and facilities management software used by School District #61.</p>

<p>SKILLS AND ABILITIES</p>	<p>THE CANDIDATE MUST POSSESS A DEMONSTRATED ABILITY TO:</p> <p>Maintain a cooperative working relationship with other workers, suppliers, administrators, supervisors, teaching staff, students and the public.</p> <p>The ability to handle machinery and equipment and carry out basic service and maintenance of grounds related equipment.</p> <p>Keep in mind the safety of others, including school children.</p> <p>Perform duties in compliance with safety regulations.</p>
<p>WORKING CONDITIONS</p>	<p>OCCUPATIONAL REQUIREMENTS</p> <p>Sufficient sight and hearing to perform related job duties.</p> <p>Able to lift up to 22kg and carry supplies and equipment required to perform his/her duties in accordance with the Occupational Health and Safety Regulations.</p> <p>Able to perform related physical and mental activities.</p> <p>Able to work in a highly active physical environment.</p> <p>Able to work in adverse weather conditions.</p>

Reviewed: December 2020