

**DEPARTMENT:** PARKS DEPARTMENT  
**CLASSIFICATION:** NON-COMPETITIVE  
**APPROVED:** OCTOBER 21, 2024

**GREENSKEEPER**

**DISTINGUISHING FEATURES OF THE CLASS:** This is an important leadership and supervisory position responsible for planning, scheduling, and participating in the development, maintenance and repair of golf course areas including golf course, grounds and facilities, The incumbent plans, schedules and supervises the staff and operations of the golf course maintenance work crews; supervises regular maintenance of county golf course facilities, lawns, grounds, and other cultivated areas at the golf course; and ensures that safe clean facilities are provided for residents. The work involves responsibility for overseeing the regular servicing, maintenance, and repair of department vehicles and equipment to ensure they are in satisfactory safe operating condition. The incumbent ensures that the staff is working productively and that safety rules and policies are being followed. The work is performed under the general supervision of the Golf Director and Deputy Commissioner of Public Works with wide leeway allowed for the use of independent judgment in carrying out the details of the work. This position is responsible for all pesticide and fertilization plans and treatments. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

1. Supervises and participates in a variety of greenskeeping tasks, such as treatment of greens and lawns, composting fairways, greens and trees, watering and cutting grass;
2. Trims trees and shrubs, rakes leaves, sods and seeds lawns;
3. Supervises and participates in the cleaning of buildings and grounds including trees, water holes, and facilities;
4. Coordinates the regular servicing, maintenance, and repair of department vehicles and motorized commercial equipment to ensure they are in satisfactory safe operating condition;
5. Paints signs and places flags;
6. Operates motor equipment, including small trucks, tractors with gang mowers and other grass cutting equipment;
7. Determines which fertilizers, fungicides, etc. to apply and when to apply them;
8. Mixes and applies a variety of fertilizers, fungicides, etc., according to specific directions;
9. Operates an automated irrigation system;
10. Supervises groundskeepers, seasonal staff, and all workers assigned to the golf course;
11. Has charge of daily operations in the absence of the Golf Director including pro-shop operations;
12. May be assigned groundskeeping and other maintenance tasks in other DPW divisions during the winter months when the golf course is closed.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of the methods, materials, and tools used in grounds and golf course maintenance; working knowledge of the use of fertilizers, fungicides, pesticides and herbicides; working knowledge of automated irrigation systems; ability to operate motor equipment in a safe manner; ability to lay out and supervise the work of others; mechanical aptitude; good judgement; initiative; tact; resourcefulness; dependability; willingness to work outdoors and in adverse weather conditions; physical condition commensurate with the demands of the position.

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## **GREENSKEEPER CONTINUED**

### **MINIMUM QUALIFICATIONS:**

**PROMOTIONAL:** Four (4) years of permanent non-competitive status as a Groundskeeper II in the Niagara County Department of Public Works immediately preceding appointment.

### **OPEN COMPETITIVE:**

Graduation from high school or possession of an equivalency diploma **and** two (2) years of paid experience in golf course or grounds maintenance including the operation of an automated irrigation system and the use of fertilizers; **OR**

Graduation from high school or possession of an equivalency diploma **and** satisfactory completion of a specialized course in turf agronomy and possession of a DEC approved Pesticide Applicators License.

**NOTE:** Verifiable part-time experience will be pro-rated towards meeting the experience requirement.

### **SPECIAL REQUIREMENTS:**

1. Must possess a valid New York State Drivers License at the time of appointment and for the duration of employment;
2. Must possess a current DEC approved Pesticide Applicators License at time of appointment and for the duration of employment.