

Specification for Class of

GARDENER 3

**Abolished Initially Effective January 13, 2006**

**Abolished Final Effective February 10, 2006**

Definition: Manages and participates in planning large gardening and grounds maintenance program, usually supervising two or more employees; or, in the Capitol Campus gardening program supervises the greenhouse and growing program.

Typical Work

Formulates and submits for administrative approval annual operating plans for large program, of grounds maintenance, gardening, and greenhouse operation;

Designs and directs installation of outside floral displays and gardens;

Plans landscaping projects, including use of fill dirt and decorative rock walls, terraces, and other arrangements;

Determines anticipated annual plant and seed consumption for cut flower arrangements, wreaths, potted plant issues, flower beds, gardens, lawns, and shrubs; estimates costs for plants, seeds, soil conditioners, insect sprays, fungicides, equipment, and man hours; submits requests for supplies, equipment, and help needed;

Supervises number of gardeners, temporary employees, inmates, and patients; gives technical gardening and floricultural assistance; evaluates work of subordinates;

Formulates crew work schedules to coincide with appropriate dates for ground preparation, planting, transplanting, circulating, cultivating, spraying, cutting, and pruning;

Maintains pavements; maintains and resurfaces parking lots and roads;

Supervises and participates in maintenance and repair of power lawnmowers, garden tractors, and other self-propelled equipment;

Keeps operational records; submits written reports;

Performs other work as required.

Knowledge and Abilities

Knowledge of: practices of floriculture, greenhouse operations, and groundskeeping work; cultivating, propagating, grafting, pruning, spraying, and trimming flowers, plants, trees, shrubs, and lawns; materials, tools, and equipment used in floriculture and grounds work.

Ability to: plan and manage all activities of extensive garden and grounds programs; supervise and instruct employees and patients or inmates; maintain and make minor repairs to equipment and garden grounds and facilities; keep records; write reports; perform heavy work in inclement weather.

Minimum Qualifications

Three years of gardening experience, including one year in a supervisory capacity.

A Bachelor's degree involving major study in agronomy, botany, horticulture, soils or closely allied field may be substituted for two years of gardening experience.

Revised March 13, 1972

Revises minimum qualifications

Revised July 15, 1977

Revises definition

Revised May 9, 1986 (emergency basis; permanent basis June 13, 1986)

Revises minimum qualifications