

Job Class Profile: **Gardener I**

Pay Level: **CG-16** **Point Band:** **250-263**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	1	1	4	2	1	1	1	1	6	
Points	47	17	25	10	30	22	21	21	64	257

JOB SUMMARY

The Gardener I performs work in taking care of grounds, gardens and greenhouses.

Key and Periodic Activities:

- Prepares soil and seeds for planting.
- Transplants greenhouse seedlings.
- Weeds, waters and fertilizes flowers and bulbs.
- Applies pesticides, insecticides and herbicides, as required.
- Maintains lawns and grounds by raking leaves, pruning trees, laying sods, sowing grass seed, cutting trees and applies fertilizers, lime and other grass nutrients, as required.
- Grows vegetables.
- Operates tools and equipment such as rakes, spreaders, seeders, sprayers, tillers, mowers, weed eaters and chain saws.
- Operates machinery such as a tractor.
- Wraps shrubs and hedges.
- Plants annual plants and bulbs.
- Performs periodic maintenance work.
- Delivers flowers.

SKILL

Knowledge

General and Specific Knowledge:

- Knowledge of gardening practices
- Knowledge of insecticide, pesticide and herbicide use.
- Knowledge of fertilizer and other chemicals used to nourish plants
- Policies and procedures
- Safe Work Procedures

Formal Education and/or Certification(s):

— Minimum: High School Diploma

Years of Experience:

— Minimum: No experience required.

Competencies:

- Ability to follow basic instructions and work processes
- Ability to apply established techniques to the completion of activities
- Ability to provide advice to other gardeners or labourers on how to solve a problem or address an issue.
- Ability to repair or calibrate machinery.
- Ability to operate machinery.

Interpersonal Skills

- A range of interpersonal skills includes listening to information from others and asking questions to get information and providing routine information and direction to other gardeners or labourers in the completion of daily tasks.
- The most significant contacts are with the Greenhouse Manager for direction, advice and support; co-workers in the performance of daily operational activities and with contractors who may be delivering supplies and other materials to the job site.

EFFORT

Physical Effort

- The demands of the job regularly results in fatigue, requiring periods of rest.
- Lifting or moving objects such as a lawn mower, tractor parts or other tools weighing over 50 lbs is required occasionally.
- Sitting or standing on a regular basis and walking or driving is required on an occasional basis.
- Manual or physical activities include using hand tools that require accurate control and steadiness; using gross motor skills; using machinery or equipment that requires very controlled movement; operating heavy equipment and using equipment that requires rapid physical movement and reflexes.
- Works in awkward/cramped positions or body movement and are bending, stretching and reaching when performing gardening work such as planting, watering, weeding, etc.

Concentration

- **Visual** concentration is required when operating machinery such as a tractor, lawn mower, weed eater, chainsaw, etc; and when planting and weeding flowers.
- **Auditory** concentration is experienced when working around noisy machinery such as tractors, lawn mowers, pruning machines, weed eaters, saws, tillers, etc and communicating or interacting with co-workers.
- **Other sensory demands** such as touch is important to determine if plants need watering.
- Alertness and concentration for the **health and safety of others** is required when operating machinery and power tools such as tractors, chain saws, weed eaters, lawn movers, tillers, etc.
- **Time pressures and deadlines** are experienced when preparing gardens for special functions.
- **Interruptions and lack of control over work pace** are experienced when equipment breaks

down or if poor weather conditions are experienced.

- **Exact results and precision** are required when transplanting seedlings or when weeding flowers.

Complexity

- Work involves responsibility for the appearance and general care of grounds which involves performing a series of tasks that are well defined and activities that are similar/related in terms of the skills and knowledge required.
- Reference material to assist in addressing problems, challenges and issues include policies and procedures and direction, advice and/or guidance from Grounds Manager.

RESPONSIBILITY

Accountability and Decision-Making

- Work tasks and activities are highly monitored and controlled and are outlined by the Grounds Manager.
- All deviations from assigned work must be authorized by the Manager.

Impact

- Work results can have a positive impact within the immediate work area; department; organization and on customers/clients/ patients/general public as well as on resources such as equipment, finances, facilities, health and safety and corporate image when grounds and gardens are well maintained and equipment and tools are maintained in good working order.
- Mistakes or errors can result in equipment failure; increased financial costs; and poorly maintained grounds and gardens and improper use of chemicals.
- Errors are typically identified and resolved within hours of problem identification.

Development and Leadership of Others

- There is no supervision of staff.
- May provide basic orientation to new employees.

WORKING CONDITIONS

Environmental Working Conditions

- There is a requirement to wear safety equipment such as safety boots; hard hat; gloves; mask; etc.
- The likelihood of minor cuts, bruises, abrasions or minor illnesses resulting from hazards in the job is moderate. Fractures, partial or total disability is limited.
- Exposed to unusual/distracting noise from machinery; dirt; fumes; vibration from equipment; hazardous chemicals; toxic or poisonous substances; wet or slippery surfaces; awkward or confining workspaces; sharp objects; heavy machinery; and adverse weather conditions.