

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**POSITION DESCRIPTION**

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|--------------------|----------------------------|------------------------|---------------------|
| <b>TITLE:</b>      | Landscape Inspector        | <b>REPORTS TO:</b>     | Assigned Supervisor |
| <b>DEPARTMENT:</b> | Maintenance and Operations | <b>CLASSIFICATION:</b> | Classified          |
| <b>FLSA:</b>       | Non-Exempt                 | <b>SALARY GRADE:</b>   | 048<br>OSS          |
| <b>REVISED:</b>    | November 29, 2001          |                        |                     |

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**BASIC FUNCTION:**

Inspect the work of contractors to ensure conformance with plans, specifications, and contract documents; may assist in the coordination of landscape construction projects and provide liaison with commissioned architect and contractors.

**REPRESENTATIVE DUTIES:** (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

**E = Essential Functions**

Study contracts, plans, and specifications; read and interpret blueprints and make recommendations for changes. **E**

Inspect a variety of plumbing hookups and connections related to sprinkler and irrigation systems for conformance with specifications and code requirements. **E**

Inspect deliveries of plants for size, freedom from disease, root condition, general health, and appearance. **E**

Inspect installation of plant materials for conformance with plans and specifications. **E**

Assist in the coordination of landscape construction projects to achieve completion on-time and within budget. **E**

Participate in district project review meetings and assist design team in the resolution of design, budget, and construction conflicts. **E**

Provide liaison with commissioned architect and contractors and act as landscape resource throughout the project. **E**

Maintain records and prepare technical reports. **E**

Monitor post-construction maintenance agreements to ensure conformance with contract terms. **E**

Attend training seminars and courses to remain current in the latest techniques and technology of the landscape maintenance industry. **E**

Perform related duties as assigned.

**MINIMUM QUALIFICATIONS:**

**EDUCATION AND EXPERIENCE:**

Any combination of training, experience, and/or education equivalent to five years of recent, full-time, paid, journey-level experience in gardening, landscaping, or nursery work and courses in landscape design or horticulture.

**LICENSES AND OTHER REQUIREMENTS:**

Possession of a valid California driver's license and availability of private transportation (mileage expense allowance provided).

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Sprinkler and irrigation systems, including pipe and connections, valves, sprinkler heads, and controllers.  
Methods of planting and care of planting material.  
Applicable codes, district standards, estimating techniques, and negotiation strategies.

**ABILITY TO:**

Recognize varieties and classes of planting material.  
Read and interpret blueprints, plans, and specifications.  
Maintain records and prepare reports.  
Operate standard office equipment including microcomputers and related software applications.  
Establish and maintain effective working relationships with others.  
Plan and organize work.  
Meet schedules and time lines.  
Read, interpret, apply, and explain rules, regulations, policies, and procedures.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor and outdoor environment; exposure to dust, chemicals, variances in temperature, and equipment with moving parts.

**PHYSICAL REQUIREMENTS:**

Good health, with strength and energy sufficient to maintain a rigorous work schedule involving driving and/or continuous, heavy physical exertion; hearing and speaking to exchange information; seeing to perform assigned duties; sitting or standing for extended periods of time; dexterity of hands and fingers to operate a computer keyboard and other office equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and supplies; lifting light objects.

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