

Grounds Supervisor

Salary

Commensurate with experience and internal equity

Diversity, Equity, Accessibility, and Inclusion at Getty

Getty believes diversity, equity, accessibility and inclusion are essential to our excellence and to the execution of our mission. The Getty community values differences in the pursuit of inquiry and knowledge, mutual understanding, respect, trust, transparency, and cooperation. We are committed to creating a diverse and welcoming workplace that reflects the diversity of the communities we serve and includes individuals with diverse backgrounds and experiences. Individuals of color, women, LGBTQIA+, veterans and persons with disabilities are encouraged to apply.

Job Summary

Supervises grounds and gardens operations under the direction of the department head. Provides management, direction, and long range/short term planning and directs/documents operational policy including safety. Establishes performance criteria for the assigned area in conjunction with departmental plans, goals, and procedures required to maintain Getty landscape and site(s) at the expected level. Manages department scheduling needs, safety, and training and aligns resource with department priorities.

Major Job Responsibilities

- Oversees moderately complex grounds operations including staffing, contractors, scheduling, safety and training.
- Oversees grounds care for assigned areas including pest control, fertilization and soil husbandry, plant care, tree care, problem identification, solving and communication
- Ensures site care including; maintenance of organic and nonorganic surfaces, drainage maintenance, irrigation system operation, site. Identifies and reports potential problems and contributes to proposed solutions
- Strong written and oral communicator. Bi-lingual Spanish language skills necessary
- Creates staffing plans, schedule and safety plans with department head and managers. Monitors contractor safety.
- Manages staff safety training and regulatory compliance documents. Reviews, enforces and coaches on operational safety and training. Works with Risk and Facilities management.
- Manages equipment and maintains records, including tracking deployment and use of heavy equipment, vehicles, small engines, hand tools, chemicals, and other assets
- Trains and facilitates crews in safe operational procedures for a variety of landscape maintenance operations, vehicle use, large & small equipment, tools, and road work.
- Manages subordinate employees including mentoring, coaching, counseling, evaluating and coordinating the employee's work
- Oversee spraying operations, chemical storage/disposal and reports use to regulatory agencies
- Manages contracts & projects, prepares and collects proposals, tracks project costs, ensures project quality control guidelines are followed, as well as safety and regulatory compliance
- Ensures Getty grounds aesthetics and standards are maintained for assigned areas.
- Works directly with internal clients & external contractors to plan and implement projects and activities

- Emergency responder

Qualifications

- Bachelors degree or equivalent experience in ornamental Horticulture
- 5-7 years supervisor experience in landscape maintenance
- 2-5 years experience in landscape construction or related work
- Two or more of the following: QAL or QAC pesticide Operators License, ISA Certified Arborist, ASCA Registered consulting Arborist or Certified Irrigation Auditor

Knowledge, Skills and Abilities

- Demonstrated landscape management, maintenance, scheduling and safety experience
- Excellent communications skills, both written and verbal.
- Bi-lingual Spanish language skills—written and oral within advanced level. Testing required.
- Proficient computer skills and demonstrated experience with office software, email applications, work management software, and centralized irrigation software
- Knowledge of construction standards and techniques used in landscape construction, including plumbing, masonry, low voltage lighting, carpentry, planting, grading, irrigation and drainage
- Ability to effectively manage projects, budgets and priorities.
- Ability to work with little to no supervision or as part of a team in planning, problem solving and organization of work

Equal Opportunity Employer

We are proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to age, ancestry, citizenship or immigration status, color, disability, ethnicity, familial status, gender identity and/or expression, genetic information, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or any other protected status.

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