THE CITY UNIVERSITY OF NEW YORK
Classified Civil Service Position Description

Title Gardener
Title Code 81310
FLSA Status Non-Exempt
Date Issued January 1979

General Duties and Responsibilities

Under supervision, does gardening work, performs related work.

General Work Tasks

− Plants, cultivates and cares for trees, flowers, plants, shrubs and other flora.
− Digs up, balls, burlaps and transplants trees and shrubs. Digs up and transplants sod. Pots flowers and plants. Propagates plant life.
− Prepares soil and seed beds. Grades, sods, weeds, mulches, and mows lawns. Repairs damaged planted areas. As necessary, fertilizes and waters soil, prunes and prays trees, shrubs and plants.
− Operates and cares for hand and power gardening tools and equipment and makes necessary operating adjustments to same; reports need for repairs and replacements.
− As required, keeps simple records and makes written reports.
− May supervise subordinate employees, including temporary workers, instructing them in gardening techniques and in the proper use and care of materials and equipment.
− As directed, performs various tasks in connection with cleaning of grounds and painting of fixtures and equipment.

Qualification Requirements

1. Two years of full-time experience in gardening work, including experience in each of the following: planting, cultivating and caring for trees, plants, shrubs and lawns; or
2. Thirty credits in horticulture, agriculture or a related field from an accredited college or community college, and one year of experience as described in “1” above; or
3. A certificate from a recognized horticulture or botanical program, and one year of full-time experience as described in “1” above; or
4. Education and/or experience equivalent to “1”, “2” or “3” above. However, candidates must have at least one year of full-time experience as described in “1” above.

NOTE:
2. A Commercial Pesticide Applicator Category 3A License issued by the State of New York Department of Environmental Conservation at the time of appointment.

Direct Lines of Promotion
FROM: Assistant Gardener (81309) TO: Park Supervisor (81111)