



USC University of Southern California

Irrigation, Lead Job Description

JOB INFORMATION

Job Code:	179579
Job Title:	Irrigation, Lead
FLSA Status:	Non-Exempt
Supervisory:	Leads one or more employees performing similar work.; Trains journeymen and other employees on specific skills and tasks as required.
Job Family:	Building/Groundskeeping
Job Family Group:	Facilities Management and Construction
Management Level:	7 Individual Contributor

JOB SUMMARY

Performs advanced irrigation procedures. Provides leadership and guidance to journeymen and senior irrigation employees. Assigns and oversees work of other irrigation employees. Sets priorities and timelines. Trains irrigation employees as needed. Coordinates work of irrigation and other trade employees and provides general project management for assigned projects. Assumes leadership role in the absence of supervisor.

JOB QUALIFICATIONS:

Education

Req	Pref	Degree	Field of Study
X		High school or equivalent	

Additional Education

Check here if experience may substitute for some of the above education.

<input type="checkbox"/>	Combined experience/education as substitute for minimum education
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Work Experience

Req	Pref	Work Experience	Experience Level
X		5 years	

Additional Work Experience

Check here if education may substitute for some of the above work experience.

<input type="checkbox"/>	Combined experience/education as substitute for minimum work experience
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Knowledge, Skills and Abilities

Req	Pref	Functional Skills
X		Extensive irrigation experience.
X		Irrigation experience as a Journeyman/Senior Irrigation worker with progressive levels of leadership responsibility.
X		Thorough knowledge of soils and plants.
X		Demonstrated project management skills.
X		Thorough comprehension of job components for irrigation projects, including other trades.

Knowledge, Skills and Abilities

Req	Pref	Functional Skills
X		Demonstrated strong interpersonal and communication skills.
X		Thorough knowledge of city and building codes, and other requirements for workplace safety.

Licenses

Req	Pref	License(s)
X		California State driver's license

Other Job Factors

JOB ACCOUNTABILITIES

	% Time	Essential	Marginal	N/A
Provides leadership and guidance to journeymen and senior irrigation employees. Assigns and oversees work of other irrigation employees. Sets priorities and timelines. Ensures timely completion within cost and quality constraints. Assumes leadership role in the absence of supervisor.				
Trains and assists irrigation employees in a variety of skills and tasks. Identifies additional training or defines needs for new or continuing training that would benefit employees.				
Performs advanced irrigation procedures.				
Coordinates activities of irrigation employees and other trades to ensure timely and cost effective job completion.				
Ensures compliance and implementation of city and state building codes and provides for safety of employees throughout duration of projects.				
Identifies and reports needs for maintenance, replacement and/or repair.				
Maintains all university irrigation systems.				
Reads and interprets blueprints (e.g., for materials, lay-outs).				
Prepares reports and/or maintenance records, as needed.				

Other Requirements

Essential:	Emergency Response/Recovery	Essential:	Mandated Reporter
	In the event of an emergency, the employee holding this position is required to "report to duty" in accordance with the university's Emergency Operations Plan and/or the employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.		A mandated reporter who in his or her professional capacity has knowledge of, or reasonably suspects a person who is under the age of 18 years, elderly, or a dependent adult has been the victim of abuse or neglect must report the suspected incident. The reporter must contact a designated agency immediately or as soon as practically possible by telephone or in writing within 36 hours. By virtue of the associated job duties, this position qualifies as a mandated reporter as required by state law and USC's policy at: https://policy.usc.edu/mandated-reporters/
Campus Security Authority (CSA)			Essential:
By virtue of the associated job duties, this position qualifies as a Campus Security Authority as required by law and USC's policy at: https://dps.usc.edu/alerts/clery/			No

ACKNOWLEDGMENTS

The above statements reflect the essential and non-essential functions as necessary to describe the principle contents of the job. They are not intended to be a complete statement of all work requirements or duties that may be required of the position. I understand that I may be asked to perform other duties as assigned. USC reserves the right to add or change duties at any time.

The University of Southern California is an Equal Opportunity Employer. USC prohibits discrimination on any basis protected

under federal, state, or local law, regulation, or ordinance or university policies. All employment decisions are based on individual qualifications and business need.

I acknowledge receipt of this job description and its associated physical requirements. I have read and understand the job description and job requirements and agree to abide by their contents. I realize that duties may be requested of me that are not specifically stated herein. I understand that I will be expected to adjust to potential fluctuations in work volume. I understand that, if I have any questions about the essential functions or expectations of my position, my supervisor and/or HR partner are available to discuss them with me.

Print Employee Name

Signature

Date

Print Manager Name

Signature

Date

This job description describes the general nature and level of work required by the position. It is not intended to be an all-inclusive list of qualifications, skills, duties, responsibilities or working conditions of the job. The job description is subject to change with or without notice, and Management reserves the right to add, modify or remove any qualification or duty. Nothing in this job description changes the existing at-will employment relationship between the university and the employee occupying the position.