



JOB INFORMATION

Job Code:	179500
Job Title:	Irrigation Specialist-Entry
FLSA Status:	Non-Exempt
Supervisory:	
Job Family:	Building/Groundskeeping
Job Family Group:	Facilities Management and Construction
Management Level:	7 Individual Contributor

JOB SUMMARY

Performs standard irrigation procedures. Determines if equipment should be repaired or replaced. Estimates materials required for specific job components. Participates in Irrigation Pay for Knowledge and Skills Program, including on-the-job training. Performs all appropriate task requirements and demonstrates proficiency of required tasks in designated areas, as outlined in the Pay for Skills section of the job description. Performs all appropriate level tasks as indicated in the Skills Based Progression, independently or as part of a team, as assigned by the supervisor. May perform skill based progression tasks at a higher level. Trains other Irrigation Specialists on specific skills and tasks as required.

JOB QUALIFICATIONS:

Education

Req	Pref	Degree	Field of Study
X		Less than high school	

Additional Education

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

Combined experience/education as substitute for minimum education

Work Experience

Req	Pref	Work Experience	Experience Level
X		<1 year	

Additional Work Experience

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

Combined experience/education as substitute for minimum work experience

Knowledge, Skills and Abilities

Req	Pref	Functional Skills
X		Basic knowledge of irrigation.
X		Familiar with city and state building codes.
X		Familiar with standard safety practices using equipment and other requirements for workplace safety.
	X	Ability to read and write in English.

Licenses

Req	Pref	License(s)
X		Valid California Driver's License

Pay for Skills

For use with specific Facilities positions only.

Participate in meetings
 Use Personal Protective Equipment
 Clean loose dirt from problem areas
 Erect safety barricades
 Complete timecards and reports
 Check cords of jackhammer/drills/electric saws
 Maintain scooters/trucks/trailers cleanliness and organization
 Operate backflow device
 Check meters monthly
 Check battery controllers
 Diagnose lateral line problems
 Diagnose sprinkler problems
 Replace battery controllers
 Repair quick-coupler valves
 Repair PVC lateral lines
 Repair broken sprinkler heads
 Install PVC pipe
 Install sprinkler heads

Other Job Factors

- Will be introduced to the Pay for Knowledge and Skills Program and work on Level 1.

JOB ACCOUNTABILITIES

	% Time	Essential	Marginal	N/A
Performs standard irrigation procedures. Monitors and maintains irrigation systems and equipment on university campus(es).				
Makes adjustments to irrigation systems, as needed.				
Determines if equipment should be repaired or replaced. Estimates materials required for specific job components.				
Prepares reports and/or maintenance records, as needed.				
Trains other irrigation specialists on specific duties as assigned or requested.				

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.