

Facilities Management

COMPETENCIES, SKILLS, AND KNOWLEDGE ARE CUMULATIVE AS STAGES PROGRESS. Career paths in this group may be customized at each stage for specific departments or areas and for specific projects within those departments or areas.

Organizational Values: Examples.....Public Contact, Help others, etc.

First Stage - Emerging	Second Stage - Proficient	Third Stage - Advanced	Fourth Stage - Expert
TYPICAL WORK:	TYPICAL WORK:	TYPICAL WORK:	TYPICAL WORK:
 Performs basic grounds maintenance/landscape installation including litter, trash barrels, weed pulling, mulching, leaf removal, pruning, watering, snow removal, mowing, weed eating, blowing, aerate, overseed, fertilize, grading, sodding, install trees, shrubs, ground cover, stakes, guywire and roping off. All areas of work are supervised or directed; little to no independent activity. Lift heavy items and perform intensive physical labor in all type of weather. 	 Demonstrated proficiencies with basic landscape techniques from Stage 1 with small equipment operation such as mowers, blowers, weed eaters, snow plows, tillers, dump trucks, sod cutters, box edgers, bulb drill, pruners and hand saws. (6 out of 11 required) Demonstrated proficiency in performing assignments related to special events and special projects work as well as identification of need for equipment repair. 	 Increasing proficiency and progressive knowledge with landscape techniques and equipment now including tractors, skid steers, loaders, snowplows, chain saws, backhoes, aerovators, spreaders, forklifts and leaf truck. (6 out of 11 required) Those obtaining Registered Tech License (see below) must show proficiency in pesticides & herbicides. Anticipate and solve problems on the job. Assess an area and determine scope and importance of work to be done and do it. Provide senior level guidance while working with a team. Understanding of basic UVa policies/procedures. 	 Demonstrated proficiency of extensive knowledge in all areas of landscape maintenance and equipment operation. Fill in when supervisor is absent. Conduct inspections of areas. Knowledge of basic UVa policies and procedures. Organize and schedule teams work when necessary.
KNOWLEDGE AND EDUCATION	KNOWLEDGE AND EDUCATION:	KNOWLEDGE AND EDUCATION:	KNOWLEDGE AND EDUCATION:
 0 - 2 years' experience Receives on the job training Valid Virginia Driver's License (or ability to obtain within 6 months). Link to development opportunities	 2 years min. experience with 1 year at UVA Completion of one course (Computer skills, plant identification, etc.) Completion of Essential Work Skills program Maintain Valid Virginia Driver's License. Link to development opportunities	 5 years min. experience with 2 years at UVA High School diploma or equivalent Obtain Registered Tech License or VNLA Certification or PGMS Technician Certification. Obtain Manager Certificate through Mid-Atlantic Horticulture Short Course. Maintain Valid Virginia Driver's License. Virginia CDL License required for those driving the mulch truck. Completion of second development course 	 7 years min. experience with 4 years at UVA Leadership and/or Supervisory Courses Obtain Certified Pesticide License or Advanced PGMS Certification. Obtain Advanced Crew Manager Certificate through Mid-Atlantic Horticulture Short Course. Completion of Horticulture Certificate or equivalent or higher. Maintain Valid Virginia Driver's License.
		(Advanced Computers, plant identification, etc.) Link to development opportunities	Link to development opportunities

COMPETENCIES: COMPETENCIES ARE CUMULATIVE AS STAGES	COMPETENCIES:	COMPETENCIES: (Attains satisfactory performance evaluation	COMPETENCIES: (Attains satisfactory performance evaluation in
PROGRESS.	(Attains satisfactory performance evaluation in each competency.)	in each competency.)	each competency.)
 Impact Individual Efficiency Teamwork 	 Adaptability Accountable for Results Works with Passion 	 Develops Self and Others Quality Focus Technical/Professional Knowledge 	 Leadership Presence Communicates Effectively
Link to development opportunities	Link to development opportunities	Link to development opportunities	<u>Link to development opportunities</u>
SKILLS:	SKILLS:	SKILLS:	SKILLS:
Skills ARE CUMULATIVE AS STAGES PROGRESS.	(These do not need to be evaluated on LEAD@, but serve as a guide for setting goals and professional development)	(These do not need to be evaluated on LEAD@, but serve as a guide for setting goals and professional development)	(These do not need to be evaluated on LEAD@, but serve as a guide for setting goals and professional development)
1. Remembering - Follow Directions 2. Listen, Explaining, Speaking	 Works with Precision Operating - Small Equipment 	1. Motivating	1. Organizing 2. Coaching
3. Meet the Public4. Safety Awareness	3. Teaching - entry level worker	 2. Operating - Large Equipment 3. Anticipating 	3. Planning & Inspecting
4. Salety Awaleness	4. Setting Up	4. Coordinating 5. Handling Detail Work	 Group Facilitating Supervising, Delegating & Managing
Link to development opportunities	Link to development opportunities	Link to development opportunities	Link to development opportunities
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