



Henrietta Independent School District

ALL IN FOR EXCELLENCE

76365

Mailing Address

1801 E Crafton

Henrietta, TX

Job Title: Groundskeeper

Exemption Status/Test: Nonexempt

Reports to: Director of Operations

Date Revised: 08/12/2026

Dept./School: Grounds

Primary Purpose:

Maintain safe and attractive grounds and landscaping for the district.
Maintain athletic fields.

Qualifications:

Education/Certification:

Valid Texas driver's license.

Special Knowledge/Skills:

Ability to understand detailed written or oral instructions

Ability to communicate effectively

Ability to operate power-driven equipment

Experience:

Similar field experience is preferred.

Major Responsibilities and Duties:

Grounds and Landscaping

1. Mow and detail all district grounds, including athletic fields.
2. Follow scheduled maintenance plan to care for lawns, trees, shrubs, and flowers by watering, pruning, fertilizing, mulching, caring for beds, and controlling weeds.
3. Plant shrubs and vegetation.
4. Assist with the preparation of athletic fields for games, including picking up trash and lining cans.
5. Collect and dispose of leaves, dirt, rubbish, and refuse from district facilities.

Safety

6. Operate tools and equipment according to prescribed safety procedures. Follow established safety procedures and techniques to perform job duties, including lifting and climbing.
7. Correct unsafe conditions in work area and promptly report any conditions that are not immediately correctable to supervisor.
8. Help keep vehicles, equipment, and tools in safe operating condition.
9. Inspect and adjust tools and equipment for safety and efficiency and perform preventive maintenance as needed.
10. Follow district safety protocols and emergency procedures.

Other

11. Transport workers and equipment to work sites throughout the district.

Supervisory Responsibilities:

None

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Garden tools; small hand tools; power tools; heavy equipment including backhoe, tractor, grader; and power mower; light truck or van or school bus

Posture: Frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting; work in tiring and uncomfortable positions

Motion: Frequent walking, grasping/squeezing, wrist flexion/extension, and overhead reaching; frequent driving

Lifting: Heavy lifting and carrying (45 pounds and over) on a daily basis

Environment: Work outside, on slippery or uneven walking surfaces; frequent exposure to extreme hot and cold temperatures, dust, noise, vibration; exposure to chemical (herbicides and fertilizers) and electrical hazards; work around machinery with moving parts; may work alone; regularly work irregular hours; occasional prolonged hours; frequent districtwide travel

Mental Demands: Maintain emotional control under stress
