FORT SAM HOUSTON INDEPENDENT SCHOOL DISTRICT
JOB DESCRIPTION

Job Title: Groundskeeper
Exemption Status/Test: Nonexempt **Date Revised:** August 18, 2021
Reports to: Grounds Supervisor
Dept./School: Facilities

Primary Purpose:

Maintain safe and attractive school and athletic grounds for the district.

Qualifications:

Education/Certification:

Valid Texas Driver's License

Special Knowledge/Skills:

Ability to read and understand written instructions
Ability to communicate (verbally)
Ability to operate tractor and landscaping equipment
Ability to operate riding or power mower, power tools, and hand tools

Minimum Experience:

Previous experience and knowledge working on grounds and/or athletic fields.
Marking a football field, preparing a baseball field experience preferred.

Major Responsibilities and Duties:

Grounds and Landscaping

1. Mow and detail all district grounds, including athletic fields and picking up trash.

2. Care for 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 chalking fields.

5. Water grounds and apply fertilizer.

6. Collect and dispose of leaves, dirt, rubbish, and refuse from district facilities.

7. Assist with the inspection, repair, and installation of sprinkler systems.

8. Set up and take down football field for Friday night home games, clean up stadium on Saturday after Friday night home games.

Safety

9. Operate tools and equipment according to prescribed safety procedures.

10. Follow established safety procedures and techniques to perform job duties, including lifting, climbing, etc.

11. Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.

12. Help keep vehicle, equipment, and tools in safe operating condition.

13. Inspect and adjust tools and equipment for safety and efficiency and perform preventive maintenance as needed.

Supervisory Responsibilities:

None.

Equipment Used:

Tractor and riding mower, gas-powered weed trimmer, blower, edger, sprayer, striping machine, garden and hand tools, posthole auger, and aerator. Light truck or van along with other miscellaneous equipment.

Working Conditions: Mental Demands/Physical Demands/Environmental Factors:

- Continual walking, standing, climbing, stooping, bending, kneeling, reaching, carrying and heavy lifting.
- Must be able to lift up to 50 pounds without assistance.
- Work outside and around moving objects or vehicles.
- Exposure to extreme temperatures, chemicals (herbicides and fertilizer), and loud noises.
- Work with frequent interruptions, maintain emotional control under stress.
- Repetitive hand motions.
- Occasional prolonged and irregular hours.
- Follow established safety procedures and techniques to perform job duties.
- Promote teamwork and interaction with fellow staff members.
- Maintain confidentiality of information.
- Alternative Methods of Performing Duties.
- Perform other duties as assigned.

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by: _____ Date: _____

Department Administrator

Reviewed by: _____ Date: _____

Employee

Logged by: _____ Date: _____

Central Office Representative