



Greater Albany Public Schools

Groundskeeper

Salary Level: See current CBA
Reports to: Physical Plant Supervisor
Work Calendar: 260-day

Classification: Classified
Location: Varies
Shift: Varies

Position Overview: To keep the property around the District's buildings safe, clean and attractive at all times as well as prepare the facility for daily activities.

Responsibilities:

- Care for lawn areas by mowing, fertilizing, and seeding. Keep all landscaped areas neat and attractive.
- Prunes shrubs and trees to shape and improve growth or remove damaged leaves, branches, or twigs.
- Cleans grounds and removes litter. Maintain all exterior areas in safe, orderly condition.
- Shovels snow from walks and driveways.
- Spreads ice melt on public passage ways to prevent ice buildup.
- Plants grass, flowers, trees, and shrubs. Waters lawn and shrubs.
- Repairs and services playground and maintenance equipment.
- Performs safety checks on vehicles and equipment weekly (i.e. fluid levels, air pressure, etc.)
- Cleans out storm drains and gutters.
- Sharpens tools, including but not limited to weed cutters, edging tools, chainsaws, mower blades, and shears.
- Move tables, chairs and platforms and any other needed activities.
- Supervise temporary student help during summer.
- Maintains regular and consistent attendance and punctuality.
- Other duties as assigned.

Minimum Requirements:

- High School Diploma or equivalent required.
- Possession of a valid State of Oregon Drivers License.
- Public Pesticide Applicators license preferred.
- Ability to communicate effectively and work harmoniously with students, staff and community members.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee frequently is required to talk or hear. The employee must regularly lift and/or move up to 50 pounds, frequently lift and/or move up to 100 pounds, and occasionally lift and/or move more than 100 pounds. While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions and is regularly exposed to wet and/or humid conditions, fumes or airborne particles, and vibration. The employee is frequently exposed to toxic or caustic chemicals, extreme cold, and extreme heat. The employee occasionally works in high, precarious places and is occasionally exposed to risk of electrical shock.

Job Safety:

- Employees are required to follow the safety and health rules that apply to their job.
- Employees are to wear any personal protective equipment (PPE) that their job requires.
- Report any safety or health hazards to your supervisor or your safety committee.
- Immediately report any workplace injury or illness to your supervisor or your safety committee.
- Keep safety devices and warning signs in place, and use appropriate safeguards and equipment when you are exposed to hazards.

- Cooperate with Oregon OSHA inspectors if they visit your workplace.

NOTE: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. All Classified/Coaching personnel are employed on a probationary basis contingent on completion of a criminal history verification based on fingerprints.

CANDIDATE STATEMENT: "I hereby certify that I possess the physical and mental ability to regularly attend work and fulfill the essential functions of the above position either with or without reasonable accommodations. If I require accommodation(s) in order to fulfill any or all of these essential functions, and if I am offered employment, I will inform the District prior to actually beginning work."

Candidate Signature

Date