JOB DESCRIPTION

GROUNDSKEEPER

PLANT OPERATIONS

JOB DESCRIPTION CREATION / REVISION DATE: 3/17/17

POSITION TITLE: Groundskeeper – Grade 1 / Classification 13

DEPARTMENT: Plant Operations

REPORTS TO: Coordinator of Grounds

SUPERVISES: N/A

POSITION GOAL(S):

Provide the district and the students with a functional, safe, and attractive learning environment. Work entails all phases of groundskeeping and maintenance including, lawn care, parking lot, and sidewalk maintenance, and preparation of outdoor athletic fields. Work assignments are conducted using safety equipment, and following district and departmental policies, procedures, and guidelines as required.

JOB DUTIES / ACCOUNTABILITIES:

1. Perform groundskeeping services including, but not limited to mowing, edging, trimming, weed control, fertilization, pruning, and regular trash pick-up within the area of assignment.
2. Assist with preparation of fields, tracks, courts, and grounds for athletic, extra-curricular, and other public events as assigned.
3. Performs tree and shrub maintenance, including planting, transplanting, trimming, removal, and plant disease management.
4. Conducts preventative maintenance checks, (oil, filters, belts, tire pressure, etc.)
5. Assist other department personnel in the completion of work activities as assigned.
6. Other duties as assigned.

EXPERIENCE / KNOWLEDGE:

1. Ability to operate grounds equipment within safety guidelines.
2. Horticulture/landscape experience (1-3 years) preferred.
4. Snow and ice removal experience preferred.

EDUCATION:

1. High School Diploma or equivalent required.

PHYSICAL DEMANDS:

1. Able to lift 50 lbs. with proper technique.
2. Work safely from stepladder, aerial lifts, or scaffolding up to a height of 10 ft.
3. Work primarily outdoors involving exposure to inclement weather.
TERMS OF EMPLOYMENT:
This is a twelve (12) month position. Days and hours will vary depending on departmental needs. Schedules will be posted one week in advance. Salary and benefits as established by the Board of Education.

EVALUATION:
Performance of this job will be evaluated in accordance with provisions of the Board’s policy on evaluation of ESSO employees.

Employee Signature: ________________________________ Date: _____________

Supervisor Signature: ________________________________ Date: _____________