



Union County Public Schools

Job Description

POSITION TITLE: Grounds Worker I	TERM OF EMPLOYMENT: 12 months
DATE: 11/02/2023	DATE OF PREVIOUS REV: 2/28/2023
FLSA EXEMPTION STATUS: Non-Exempt	PAY GRADE:

JOB SUMMARY: Under general supervision, the Grounds Worker I will install and maintain landscape, prune trees and shrubs, and ensure the cleanliness and safety of all outdoor areas. This position will perform general and emergency repairs to storm drains and water management facilities located at schools to ensure compliance to applicable state and federal law.

ESSENTIAL JOB FUNCTIONS

1.	Maintain landscaped areas consisting of lawns, bushes, trees, flowers, shrubs, etc. through established practices and procedures.
2.	Inspect school grounds to remove debris, i.e. trash, rocks, and other items that could become a safety hazard or detract from the general appearance of the school.
3.	Perform sediment removal, stability and erosion control, maintenance of mechanical components, vegetation maintenance, and maintenance of aquatic environments.

DUTIES & RESPONSIBILITIES

1.	Operate various types of motorized equipment used in the preparation of landscaped grounds to include, but not limited to, forklifts, skid steer loaders, backhoes, tractors, bush hog, finishing mowers, reel mowers, riding mowers, and push mowers.
2.	Learn and apply techniques used in aeration of lawns, application of fertilizer, and seeding.
	Maintain accurate records of the application of pesticide and/or herbicide in compliance with applicable law.
3.	Inspect, repair, and remove playground equipment.
4.	Construct, repair, and replaced concrete walkways.
5.	Patch asphalt driveways or basketball courts.
6.	Construct or repair fencing.



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7.	Clean drainage ditches.
	Attends scheduled safety training sessions
8.	Rake or blow leaves and clear debris from walks, fields, courts, and other district facilities.
	Effectively procedures professionally written correspondence across various communication mediums.
	Participates in departmental, district level and other meetings as directed by supervisor.
9.	Perform other duties as assigned.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Minimum Qualifications	Desirable Qualifications
<ul style="list-style-type: none"> ⊄ High School diploma or equivalent ⊄ Valid North Carolina driver's license ⊄ Must have/maintain a safe driving record 	<ul style="list-style-type: none"> ⊄ North Carolina commercial driver's license (CDL) Class-A

KNOWLEDGE, SKILLS, AND ABILITIES

JOB KNOWLEDGE

- Ability to learn methods, techniques and tools and the operational characteristics of mechanical equipment used in the preparation of landscaped grounds.
- Ability to read a variety of work orders.
- Learn safe work practices.
- Knowledge of materials tools and equipment used for the maintenance and repair of storm water control measures (SCM).

COMMUNICATION/INTERACTIONS

- Ability to work with diverse individuals and/or group.

CUSTOMER RELATIONSHIPS

- Requires the ability to interact with people beyond giving and receiving instructions.
- Must be adaptable to performing in stressful and emergency situations.



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PHYSICAL REQUIREMENTS

Work Environment: Medium to Heavy --Exert force 50-60 lbs., frequently; and up to 25 lbs., constantly; or a negligible amount of force to frequently lift, carry, push, pull, or move objects.

Physical Demands: Frequent standing, walking, pushing, pulling, carrying, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person or over the telephone.

Vision: Frequent near acuity and occasional far acuity. Mobility to work in a typical office setting and use standard office equipment. Vision to read printed materials, a VDT screen, or other monitoring devices.

Environmental Conditions: Varies from indoor exposure to outside weather conditions. Exposure to noise levels ranging from moderate to loud.

Hazards: Uneven walking/working surfaces, communicable diseases, cleaning chemicals, lifting/carrying of materials, and power/hand-operated equipment and machinery (as related to specific assignment).

In compliance with Federal Law, Union County Public Schools administers all education programs, employment activities and admissions without discrimination against any person on the basis of sex, race, color, religion, national origin, age or disability.

DISCLAIMER: This is not necessarily an exhaustive list of all responsibilities, duties, skills, efforts, requirements or working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job or to require that other or different tasks be performed as assigned.