

PUBLIC SCHOOLS OF EDISON TOWNSHIP  
Office of Human Resources

**JOB DESCRIPTION**

**I. TITLE:**

Grounds Person

**II. PRIMARY FUNCTION**

To provide year round care of all school grounds including athletic fields, parking lots, driveways and sidewalks

**III. REPORTS TO**

Facility Manager - Grounds

**IV. QUALIFICATIONS**

- Knowledge of plant operation and grounds and field maintenance; cleaning methods and procedures. Minimum experience as determined by the Board.
- Black Seal Boiler's License (preferred) and high school diploma or equivalent training
- Good work record
- Ability to read, write and communicate effectively
- Good physical health and ability to perform assigned tasks
- Ability to lift at least 50 pounds
- Valid New Jersey driver's license
- Ability to operate equipment
- Must pass driving test on grounds' vehicles
- Must possess a New Jersey Commercial Driver's License
- Ability to work outside in various types of weather conditions
- Such other qualifications of academic, professional and personal excellence as the Edison Township Board of Education may specify

**V. MAJOR DUTIES AND RESPONSIBILITIES**

- Clean exterior areas
- Cut and maintain grass areas
- Provide for care of trees, shrubs and fences
- Remove snow
- Collect refuse
- Transport supplies, materials and equipment
- Perform such other duties as may be assigned by the Superintendent and/or designee

**VI. TERMS OF EMPLOYMENT**

Salary and schedule are in accordance with the provisions of the BOE/EPSCMA contract

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Job Description/Section VI Grounds Person

~~APPROVED: November 22, 2010~~

APPROVED: March 28, 2011