

WISEBURN UNIFIED SCHOOL DISTRICT

GROUNDSKEEPER

DEFINITION:

Under general supervision, performs work related to grounds maintenance and gardening activities; performs more skilled sprinkler repairs, operates grounds equipment to keep an assigned school or office site grounds clean and orderly; may occasionally perform custodial, delivery or warehouse duties.

REPORTS TO: Director of Facilities, Maintenance, & Operations

DISTINGUISHING CHARACTERISTICS: N/A

EXAMPLES OF DUTIES:

- Mows and trims lawns, using hand, light and moderately heavy power-driven mowers. E
- Cultivates, prunes, fertilizes, irrigates and plants lawns, shrubs, trees and flower beds. E
- Rakes and weeds grounds. E
- Occasionally places forms, mixes, pours, and finishes concrete walks and curbing.
- Repairs, replaces, or installs sprinkler systems, chain-linked fences, pipe railings and related construction work. E
- Performs routine maintenance on assigned equipment and tools. E
- Takes care of and occasionally repairs equipment and materials. E
- Assists in moving and arranging furniture and equipment and setting up auditorium, fields, or classrooms for special events or meetings. E
- Makes minor nontechnical repairs, replacing lights, adjusting shades or blinds, or adjusting desks and other furniture. E
- Maintains outdoor areas in a clean and orderly manner. E
- Assists in receiving, checking and storing shop and grounds supplies. E
- Locks and unlocks gates, buildings and offices. E
- Assists as needed in tasks associated with custodial, carpentry, maintenance, warehouse, and delivery duties. E
- Performs related duties as required.

DESIRABLE QUALIFICATIONS

Knowledge of:

- The operation, use and normal maintenance of hand and power-driven equipment used in grounds work.
- Methods, supplies, and tools used in planting, cultivating and caring for lawns, shrubs and trees
- Programming of irrigation timers and repairs on low voltage irrigation systems.

Ability to:

- Quickly learn the schedules, procedures and use of tools used in grounds works
- Use common power-driven grounds maintenance equipment.

- Read and write at the level required for successful job performance and carry out oral and written directions.
- Establish and maintain cooperative working relationships with fellow employees, students and faculty and the public.
- Perform general gardening and grounds maintenance work.
- Operate computers, tablets or other office equipment as needed
- Perform heavy manual labor.

Experience:

One year of experience in general grounds work.

Education and/or Licensure:

A high school diploma or its equivalent

WORKING CONDITIONS

Environment:

Primarily outdoors with some indoor activity.

Physical Abilities:

Vision (which may be corrected)	to see small objects which may cause damage to equipment and to prevent injury to students and staff.
Hearing (Which may be corrected)	to operate equipment in presence of students and to determine any irregularities in equipment sounds.
Dexterity of hands and fingers	to operate and use grounds equipment, make minor repairs, sprinkler repairs.
Sitting for prolonged periods of time	to operate grounds equipment
Bending at the waist	frequently
Strength	to lift, push, pull and carry objects which may weigh as much as 100 lbs. on a regular basis.
Smell	to distinguish strong odors which may warn of equipment malfunction or danger.

Revised: December, 2021

Approved: 08/17/2022