

INDEPENDENT SCHOOL DISTRICT 728
ELK RIVER, MINNESOTA
JOB DESCRIPTION

JOB TITLE: Groundsperson

CLASSIFICATION: Custodian

REPORTS TO: Head Groundsperson, Lead Groundsperson,
Manager of Facilities, or
Supervisor of Buildings and Grounds

DATE REVISED: March 1999

PURPOSE: The Groundsperson assists in providing a neat, clean, safe, and attractive grounds area that is an aid to the person using the areas through oral and/or written instructions by the Head Groundsperson, Lead Groundsperson, Manager of Facilities, or Supervisor of Buildings and Grounds. Incumbents may also supervise, direct, and assign duty hours to part-time, temporary, seasonal, or student employees assigned to them by the Head Groundsperson, Lead Groundsperson, Manager of Facilities, or Supervisor of Buildings and Grounds.

DUTIES AND RESPONSIBILITIES:

1. Perform all duties normally associated with the position of groundsperson such as lawn maintenance, equipment operation and maintenance, or other playground area maintenance, including raking, mowing, sweeping, cleaning, resodding, fertilizing, painting, snow or trash removal to ensure a safe, clean, and attractive environment.
2. Observe and report hazards; correct as required to ensure safety.
3. Assist in the placement of equipment for activities as well as the removal and storage of such equipment.
4. Prune, trim, shape, fertilize and plant shrubs, trees, or other decorative plants in order to maintain landscapes.
5. Responsible for the operation, cleaning and maintenance of unique equipment and/or systems such as but not limited to boilers, cooling towers, geo-thermal systems, heat pump systems, irrigation systems, septic or sewer systems, swimming pools, water chiller systems, wells, etc.
6. Other job related duties as assigned.

MINIMUM QUALIFICATIONS:

1. High school degree, GED or equivalent.
2. Posses and maintain valid driver's license, with class stipulated by the School District.
3. Posses and maintain valid appropriate certifications and licenses, as stipulated by the School District and/or local, state or federal regulatory agencies, in order to maintain and operate building equipment and/or systems.
4. Be able to read, understand and write instructions associated with the equipment and supplies used and prepare reports required of the position.
5. Ability to work outside or inside in all weather conditions.
6. Must be a self-starter and able to produce work with minimum supervision.

7. Must be willing and able to work hours other than the regular shift as needed including overtime assigned to the employee, such as weekends, holidays, boiler checks, Community Education programs, etc.
8. Regularly able to lift objects in excess of fifty (50) pounds.
9. Ability to climb ladders or other climbing apparatus to a minimum height of twelve (12) feet.
10. No allergies to chemicals.
11. Pass physical examination, if required.
12. Able to operate light and heavy equipment.
13. Entry level position, experience desirable.