

Job Title: **Groundskeeper, Senior**  
 Job Family: **Trades**  
 Pay Program: **Classified**  
 Typical Work Year: **12 months**

Job Code: **1460**  
 FLSA Status: **Non-Exempt**  
 Shift Differential: **Yes**  
 Pay Range: **G15**

**SUMMARY:** Performs a variety of outdoor maintenance tasks, including, but not limited to: prepare, establish, maintain, repair, construct, and/or install landscape elements such as turf, trees, fences, playground equipment, surfacing, irrigation, retaining walls, concrete, asphalt, signage, and drainage. Performs additional functions in areas of certification. Assist with directing, guiding and training Groundskeepers and Seasonal Trades Helpers. Respond to departmental emergencies and participate in snow removal on call program.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Frequency and percentage of time may vary based on assignment.*

Job Tasks Descriptions	Frequency	% of Time
1. Perform all functions in areas of certifications. As related to area of expertise, review plans and technical guidelines and inspect work performed by various contractors and other district employees to ensure District standards are met.	D	40%
2. Installs and repairs sprinkler and irrigations systems. Repairs and/or replaces damaged sprinkler heads and main/lateral lines. Installs low voltage wiring of sprinkler controls, remote receivers, and valves.	D	10%
3. Prepares and maintains athletic fields, tracks, and district property. Prepares and maintains landscaping elements including natural and synthetic turf, trees, shrubs, etc. Performs duties such as watering, fertilizing, laying sod, mowing, painting, aerating grass, and maintaining trees. Apply selective and non-selective herbicides.	D	10%
4. Performs welding of aluminum, stainless steel, and other light and heavy metals and plastic when repairing playground equipment, chairs, and tables. Assists in securing grounds by fabricating entry and exit gates, manhole covers, chains, locks, grate covers, and various other items as needed.	D	10%
5. Install, inspect, repair, and maintain playground equipment and surfacing.	D	5%
6. Remove and/or cover graffiti. Paint parking areas and athletic fields.	D	5%
7. Install, inspect, repair and maintain fencing, asphalt, concrete, signs, surfaces and retaining walls.	D	5%
8. Operate, inspect and perform light maintenance on landscape maintenance/construction equipment. Locate utility lines within district boundaries before any digging or construction begins.	W	5%
9. Perform snow removal from parking, pedestrian, and play areas when needed, utilizing loaders, plows, shovels, tractors, etc. Apply pre- and post-ice control material. Respond to departmental emergencies and participate in snow removal on call program.	Q	5%
10. Perform other job-related duties as assigned.	Ongoing	5%
	<b>TOTAL =</b>	<b>100%</b>

**EDUCATION AND RELATED WORK EXPERIENCE:**

- High school diploma or equivalent.
- Minimum of 18 years of age.
- Minimum of three (3) years of related experience, preferably in areas of certification.

**LICENSES, REGISTRATIONS or CERTIFICATIONS:**

- Criminal background check required for hire.
- Valid Colorado driver’s license.
- A copy of an individual Motor Vehicle Record must be submitted at time of application.
- Commercial driver’s license (CDL) with Class A endorsement required.
- Certified Landscape Technician (CLT) certification in one of five areas (Softscape installation, Hardscape Installation, irrigation, ornamental maintenance, turf maintenance).
- Certified Playground Safety Institute (CPSI) Certification through the National Recreation Park Association (NRPA).

- One (1) additional certifications in any area listed: An additional CLT certification; International Society of Arboriculture (ISA) Certification; Sports Turf Managers Association (STMA) Sports Management Certification(CSFM); College Horticulture Certification/Degree or other appropriate, nationally recognized certification/Degree in the area of grounds and/or site maintenance.
- Successful Completion of a Department of Transportation (DOT) Physical required for hire

**TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:**

- Ability to demonstrate to supervisor/lead, proficiency in areas of certification.
- Ability to demonstrate problem-solving skills.
- Knowledge of hardscape installation, inspection, and maintenance.
- Ability to respond to departmental emergencies and participate in the Snow removal on call program.
- Ability to promote and follow Board of Education policies, District policies and building and department procedures.
- Ability to engage in effective communication, collaboration, and teamwork with individuals from diverse backgrounds, cultures, and perspectives, while demonstrating respect and appreciation for their differences.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator.
- Ability to learn district systems including, but not limited to, email, internet and intranet within 1 month of employment.
- Ability to stay current with district policy, standards and training in the areas of data quality, data privacy, and cybersecurity with respect to student and staff data, and related information systems.

**MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:**

- Operating knowledge of trucks, trailers, power tools, hand tools, and landscape, excavating, and construction equipment.
- Basic operating knowledge of personal computers, peripherals and general office equipment.

**REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:**

	POSITION TITLE	JOB CODE
<b>Reports to:</b>	Outside Services, Lead	5056

	POSITION TITLE	# of EMPLOYEES	JOB CODE
<b>Direct reports:</b>	This job has no direct supervisory responsibilities.		

**BUDGET AND/OR RESOURCE RESPONSIBILITY:**

- Responsible for assisting with directing and guiding the work of and training Groundskeepers and Seasonal Trades Helpers (1478).
- Maintain supplies and equipment.
- Make purchases on District credit card and document purchases.
- Responsible for appropriate and efficient use of repair parts and tools provided by the District.

**PHYSICAL REQUIREMENTS & WORKING CONDITIONS:** *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand				X
Walk				X
Sit		X		
Use hands and fingers to handle and/or feel				X
Reach with hands and arms				X
Climb or balance		X		
Stoop, kneel, crouch, or crawl			X	
Talk		X		
Hear			X	
Taste	X			
Smell		X		

<b>WEIGHT and FORCE DEMANDS:</b>	<b>Amount of Time</b>			
	<b>None</b>	<b>Under 1/3</b>	<b>1/3 to 2/3</b>	<b>Over 2/3</b>
Up to 10 pounds				X
Up to 25 pounds				X
Up to 50 pounds		X		
51 to 100 pounds	X			
More than 100 pounds	X			

<b>MENTAL FUNCTIONS:</b>	<b>Amount of Time</b>			
	<b>None</b>	<b>Under 1/3</b>	<b>1/3 to 2/3</b>	<b>Over 2/3</b>
Compare			X	
Analyze				X
Communicate				X
Copy		X		
Coordinate				X
Instruct				X
Compute		X		
Synthesize		X		
Evaluate				X
Interpersonal Skills				X
Compile			X	
Negotiate		X		

<b>WORK ENVIRONMENT:</b>	<b>Amount of Time</b>			
	<b>None</b>	<b>Under 1/3</b>	<b>1/3 to 2/3</b>	<b>Over 2/3</b>
Wet or humid conditions (non-weather)				X
Work near moving mechanical parts		X		
Work in high, precarious places		X		
Fumes or airborne particles		X		
Toxic or caustic chemicals				X
Outdoor weather conditions				X
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			
Risk of electrical shock		X		
Work with explosives	X			
Risk of radiation	X			
Vibration			X	

<b>VISION DEMANDS:</b>	<b>Required</b>
No special vision requirements.	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	X
Peripheral vision	X
Depth perception	X
Ability to adjust focus	X

<b>NOISE LEVEL:</b>	<b>Exposure Level</b>
Very quiet	
Quiet	
Moderate	
Loud	
Very Loud	X