Board of Education
Ken Reddic, Chairman • Bradley Williams, Vice-Chairman
Elbert Garvey • Bill Lanier • Melissa Oakley • Louis Rogers • Angie Todd
Superintendent, Barry D. Collins, Ed.D.

POSITION TITLE: Grounds Keeper I

REPORTS TO: Maintenance Director

BEGINNING DATE: Open until filled

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Some knowledge of grounds maintenance
- Some knowledge of the planting, cultivating, pruning, and trimming requirements of shrubs and trees
- Ability to use and sharpen gardening tools
- Skill to transport tractors and other maintenance equipment
- Ability to follow simple oral or written instructions
- Must have and maintain a driving record that qualifies for school system insurance coverage
- Must be able to obtain CDL (Commercial Divers License) permit within 6 months of employment and CDL License within 1 year of employment.

EDUCATION AND TRAINING:

High School Diploma and some experience in the care and maintenance of plants, trees, and shrubs is preferred. This employee must hold an appropriate North Carolina driver's license for the weight and type of vehicles operated as required by the Department of Motor Vehicles.

TERM OF EMPLOYMENT: 12 months
SALARY: Salary Grade 56
FLSA Status: Non-Exempt

PERFORMANCE RESPONSIBILITIES:

1. Cuts lawns.
2. Trims and edges.
3. Prunes shrubs and trees to shape and improve growth.
4. Removes damaged leaves, branches, and twigs.
5. Rakes and composts or disposes of leaves.
6. Sharpens tools such as weed cutters, edging tools, and shears.
7. Sprays lawns, plants, shrubs, and trees with fertilizer, herbicides, and pesticides using hand or automatic sprayers.

8. Performs ground maintenance duties using tractors equipped with attachments, such as mowers, lime or fertilizer spreaders, lawn rollers, and operates heavy equipment.
9. Performs other duties as specified by the Maintenance Director or Maintenance Supervisor.

PHYSICAL REQUIREMENTS:

- Ability to lift moderate to heavy weigh (80-100 pounds), 25 pounds routinely and 100 pounds occasionally.
- Ability to stand, walk, run, bend, stoop, push, pull & reach for extended periods of time.
- Ability to climb ladders & work on scaffolding for extended periods of time.
- Must be able to drive to a variety of school sites.

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job. Interested individuals are to complete an online application which can be found at www.onslow.k12.nc.us.

Onslow County Schools does not discriminate based on race, color, national origin, sex, disability, or age in its programs and activities. Onslow County Schools is an EQUAL OPPORUNTITY EMPLOYER.

I have read and understand the requirements for the position of Grounds Keeper I. I certify that I can perform all essential functions of this position.

_____ _____

Name *Date*

_____ _____

Witness *Date*