

SEDALIA SCHOOL DISTRICT #200

Job Title: Groundskeeper

Job Overview

- Maintenance Laborer salary schedule
- Hourly paid on demand
- Reviewed annually with recommendation for re-employment in May
- Maintenance Director

Qualifications

- Valid Missouri Driver's License
- Physical ability to perform duties required including working in different weather conditions with exposure to the elements
- Possess working experience in cleaning, maintenance and gardening methods, materials and equipment to include the use of mops, brooms, paint brushes, rollers, cleaning fluids, chemicals, pesticides, insecticides, paints for similar solutions, etc.
- Possess working experience in the operation of equipment such as tractors, string trimmers, edgers, hedge trimmers, etc.
- Possess working experience in irrigation techniques
- Possess the ability to work in a multiple noise level environment
- Ability to assess, organize and execute jobs effectively
- Work well with others
- Work with little or no supervision
- Ability to follow oral and written instruction; learning the district functions of a groundskeeper
- Effective communication skills, both with the district staff and public

Other Working Conditions

- Vacations, leave policies and fringe benefits as stated in Board policies
- Possess an ethical and professional attitude toward colleagues and the policies of the district

Responsibilities and Duties

- Spend the necessary time required to complete all duties associated with responsibilities
- Perform the purchasing, mixing, measuring and application of pesticides and herbicides on field and district grounds
- Identify diseased trees and or infested trees, shrubs, plants and turf grass. Reports and recommends a corrective action to the immediate supervisor
- Maintain proper water distribution of fields and other areas assigned by the supervisor
- Cleans and picks up litter and leaves
- Trims and prunes tree branches
- Repairs benches, playground, equipment and maintains sprinkler systems
- Maintain an inventory of supplies and equipment
- Maintain all grounds equipment which includes changing oil, lubrication, keeping equipment clean
- Replenishes restroom and locker room supplies
- Cleans athletic area restrooms and other assigned areas. Sets up/removes folding tables, chairs, barricades, traffic cones, etc.
- Drags, lines and prepares soccer field and football fields and football, track and band practice fields. When making fields lines will be stringed each time field is marked with no exception

- Maintain good physical condition and neat appearance with ability to lift or move 50 pounds as needed and bend or stoop repeatedly over time
- Perform all duties in a safe manner while maintaining a safe working environment for employees under your supervision using safety materials issued by the District
- Maintain a positive attitude of support for the district and its goals at all times while performing district work
- Be available to work special events and extra hours when needed and called upon
- Continuous effort to improve operations and work processes to provide quality maintenance service
- Perform such other tasks and assume such other responsibilities as may from time to time be assigned by the administrative personnel which may involve heavy manual labor and semi-skilled tasks

DISCLAIMER

- This 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. Other duties will be required to be performed as assigned by district administration.