



## Facility and Transportation Grounds Maintenance

### Purpose Statement

The role of the Grounds Maintenance worker is to provide grounds maintenance services at assigned sites, ensuring attractive and safe grounds areas and athletic fields, protecting against erosion, performing various grounds maintenance operations, and maintaining grounds for assemblies, events, and recreational activities.

### Supervisory Relationship

Reports to: Grounds Supervisor

### Essential Functions

- **Pesticide Application:** Assist in applying pesticides to control insects and weeds, following established procedures.
- **Training Attendance:** Attend unit meetings, in-service training, and workshops to gather information required for job functions.
- **Landscaped Area Maintenance:** Clean landscaped areas and related items, such as storm drains and fields, to prevent flooding and remove hazards.
- **Athletic Field Maintenance:** Maintain athletic fields and playground equipment, including installation, minor repairs, mowing, and striping fields to ensure safe and operable conditions.
- **Equipment Maintenance:** Maintain all equipment needed for grounds maintenance to ensure effective program operation.
- **Operation of Equipment:** Operate maintenance and grounds equipment, such as sand trucks, thatchers, sprinklers, forklifts, and manlifts, to perform necessary grounds processes.
- **Planting:** Plant various landscaping materials, such as lawns, shrubbery, and flowers, to keep the grounds attractive and prevent erosion.
- **Grounds Preparation:** Prepare grounds and athletic fields by fertilizing, chalking fields, painting lines, mowing, and snow removal to provide safe areas for assemblies and activities.
- **General Grounds Work:** Perform tasks such as welding, carpentry, concrete work, fence building, plumbing, electrical work, and tree trimming to maintain grounds in optimal condition.
- **Irrigation System Repair:** Repair irrigation systems and components, such as valves and timers, to ensure proper working order.
- **Material Requests:** Request materials, supplies, equipment, and support personnel to complete assignments timely.
- **Safety Response:** Respond to immediate safety and operational concerns, such as facility damage and alarms, taking appropriate action or notifying personnel for resolution.
- **Tool Transport:** Transport tools, equipment, and supplies to ensure availability at job sites.
- **Adhere to School Policies:** Follow school policies and procedures.
- **Attendance:** This position requires prompt and consistent attendance.
- **Perform Other Duties:** Perform additional duties as assigned to support the effective operation of the work unit.

### Job Requirements: Minimum Qualifications

#### Skills

- Proficiency in operating equipment used in grounds maintenance, including tractors, weed whips, mowers, and hand/power tools.
- Adherence to safety practices.

#### Knowledge

- Methods for preparing and maintaining plants, shrubs, and lawns.

- Safety practices and procedures.

**Abilities**

- Schedule activities and meetings.
- Gather and collate data.
- Operate equipment using standardized methods.
- Work with diverse individuals and data.
- Solve problems and create action plans.
- Meet deadlines and schedules.
- Communicate with diverse groups.

**Responsibility**

Work under direct supervision using standardized routines. Provide information and advise others. Operate within a defined budget. Utilize resources from other work units. Continually have some impact the organization's services.

**Work Environment**

Significant lifting, carrying, pushing, and pulling. Frequent climbing, balancing, stooping, kneeling, crouching, and crawling. Significant fine finger dexterity. Generally requires 5% sitting, 50% walking, and 45% standing. Performed under some temperature extremes and exposure to risk of injury and illness.

**Experience**

Job-related experience with increasing levels of responsibility is desired.

**Education**

High school diploma or equivalent.

**Certificates and Licenses**

Valid driver's license and evidence of insurability.

Forklift Certificate.

Journey Level Certificate.

**Continuing Education/Training**

Maintains required certificates and licenses.

**Clearances**

Criminal justice fingerprint/background clearance.

**FLSA Status**

Non-Exempt

**Salary Grade**

SO

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