

Central Administrative Offices  
701 Clay Avenue•Tyrone, PA 16686  
Phone: 814-684-0710  
Fax: 814-684-8408

Tyrone Area Elementary School  
601 Clay Avenue•Tyrone, PA 16686  
Phone: 814-684-1342  
Fax: 814-684-2149



**TYRONE**  
**AREA SCHOOL DISTRICT**  
*Soaring Forward to Explore, Challenge and Succeed*  
www.tyrone.k12.pa.us

Tyrone Area Middle School  
1001 Clay Avenue•Tyrone, PA 16686  
Phone: 814-684-4240  
Fax: 814-682-1013

Tyrone Area High School  
1001 Clay Avenue•Tyrone, PA 16686  
Phone: 814-684-4240  
Fax: 814-684-4245

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## JOB DESCRIPTION

**DATE:** January 16, 2025  
**POSITION:** Groundskeeper  
**REPORTS TO:** Director of Physical Plant

### **Primary Functions:**

Provide students and other building occupants with a safe, attractive, comfortable, clean and efficient educational environment. Maintain clean, safe exterior grounds that promote both District and community pride.

### **Qualifications:**

1. Minimum education of a High School Diploma or equivalent.
2. One to two years of related experience is preferred.
3. See list of general qualifications and requirements for all groundskeepers
4. Personal skills and qualities:
  - a) cooperative attitude
  - b) the ability and willingness to follow directions
  - c) the ability to interact effectively with others
  - d) personal integrity and emotional stability
  - e) flexibility and resourcefulness
  - f) ability to work independently and to determine when assistance is needed
  - g) desire to promote a team effort
  - h) possess personal characteristics that are conducive to children

### **Duties, Responsibilities and Specific Skills Required:**

1. Performs a variety of work as assigned.
2. Maintains turf areas through mowing, aerating, and other tasks.
3. Maintain landscaped areas through pruning, mulching, weeding and other tasks.
4. Ability to layout and stripe athletic fields.
5. Possess a current, valid driver's license for the State of Pennsylvania.
6. Possess the ability to drive or learn to operate vehicles that include pick-up trucks, tractors, plow truck, vans, lawn mowers w/ accessories, snow blowers and skid loader w/ accessories.

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7. Possess the ability to tow trailers on the back of vehicles when necessary.
8. Maintain current knowledge and/or licenses to operate equipment or use products of the trade.
9. Ability to climb and work from ladders, scaffolding, roofs and other areas at various heights above the ground.
10. Erect, maintain, and remove fences, posts and signs.
11. Ability to assess and report property damage.
12. Ability to perform in all weather conditions
13. Ability to lift or move heavy items with or without assistance.
14. Understand and implement safety procedures of the trade.
15. Keep abreast of new advances or technologies related to specific areas of responsibility.
16. Respond to all emergency concerns when directed at any time.
17. Maintain their equipment and tools in a clean and safe condition\
18. Work in a safe and efficient manner so that their assigned duties will be carried out in a timely and satisfactory manner.
19. Accept changes in duties or assignments as are required to meet the changing needs such as, but not limited to, snow and ice removal, maintenance of grounds and equipment, movement of materials, supplies or equipment and similar needs which occur from time to time.
20. Minor repairs to the facilities and equipment that are within their abilities. Including but not limited to mowing equipment, District vehicles, athletic equipment and playground equipment. Any repairs that are beyond the grounds keeper's abilities or are unsafe should be reported immediately to their supervisor.
21. Perform such tasks, consistent with the position, as may be assigned by the supervisor.

Revised: **TMC 1/2025**