



Groundskeeper

DepartmentMaintenance

SupervisorLead Groundskeeper

Duty Year260 days

Duty Week40 hours

StatusNonExempt (Union)

Shift Day shift, Monday-Friday, 7:30a-00p

(hours and days of service may vary at certain times of the year and are subject to change according to District needs)

Position Overview & Responsibilities

Responsible for the maintenance and cleaning of the building to ensure safe and comfortable surroundings for staff and students and for all grounds and athletic fields as needed.

- Assist in maintaining grounds surrounding the building.
- Perform mail run.
- Assist in setting up the gymnasium and athletic fields for sporting events and other areas for meetings when necessary.
- Clean, scrub, wax, vacuum, and sweep floors, hallways, walls and restrooms.
- Empty all wastebaskets and ensure area is free from debris.
- Clean building windows and mirrors, disinfect restrooms and lockers, and wash desks, blackboards, and erasers.
- Clean cafeteria and kitchen.
- Clean desks and other building furniture and perform repair to furniture, equipment, and all building systems as directed.
- Secure building doors and turn lights off when locking up assigned area.
- Attend meetings, workshops, and training sessions as directed by supervisor.



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- Perform other related duties as assigned.

Requirements & Qualifications

High school diploma or equivalent is required. Valid MN driver's license is required. Ability to pass physical requirements evaluation is also required. Previous experience working in maintenance or other related experience is preferred.

Physical requirements are an essential function of this position and include the ability to lift and carry objects, pushing and pulling, crawling and kneeling, bending and twisting, climbing ladders, and similar physical activities. This position also involves extended periods of time on feet and repetitive motions in performing tasks. Will need to be able to lift a minimum of 50 pounds, occasionally lifting 100 pounds or more.

Essential Functions & Skills

This position requires an ability to work safely at all times.

- Ability to recognize and report safety hazards.
- Knowledge of proper cleaning techniques.
- Ability to follow written and verbal directions.
- Ability to employ proper lifting techniques.
- Basic communication and computer skills.
- Ability to work effectively in a team environment.
- Organizational and time management skills.

Equal Employment Opportunity Employer

The St. Michael-Albertville School District is an equal employment opportunity employer who applies veteran's preference during hiring in accordance with applicable laws and district policy. The STMA District does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, marital status, sex, status with regard to public assistance, disability, sexual orientation, age, family care leave status or veteran status.



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