



Summer Grounds Maintenance

Purpose Statement

The role of the Summer Grounds Maintenance worker is to provide necessary services throughout the district, including maintaining and repairing facilities, grounds, and equipment during the summer months through late fall/early winter until the first frost.

Supervisory Relationship

Reports to: Grounds Supervisor

Essential Functions

- **Tool Operation:** Safely operate hand and power tools for various maintenance tasks.
- **Equipment Handling:** Move and deliver various equipment to different locations as needed.
- **Light Construction Equipment:** Operate light construction equipment such as front-end loaders, backhoes, and industrial tractors for the construction, repair, and maintenance of buildings, playgrounds, and other structures.
- **Assembly and Installation:** Assemble and install athletic and other equipment as required.
- **Athletic Field Care:** Maintain athletic fields to ensure they are in optimal condition.
- **Assist others:** Perform various simple tasks to assist other workers in their duties.
- **Grounds Maintenance:** Maintain grounds by cutting trees, trimming and edging around walks, flower beds, and walls, pruning shrubs and trees, spraying fertilizer or pesticide, cleaning or sweeping parking lots, planting, watering, cleaning, painting, repairing, and other related tasks.
- **Building Maintenance:** Perform general building repairs and maintenance as needed.
- **Material Security:** Ensure the security of materials and supplies.
- **Lawn Mower Operation:** Operate riding lawn mowers for large area mowing.
- **Painting Equipment Operation:** Operate painting equipment for marking parking lots.
- **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 hand and power tools safely.
- Competence in handling and moving various equipment.
- Ability to operate light construction equipment effectively.

Knowledge

- Understanding of basic grounds maintenance practices.
- Familiarity with safety regulations and procedures.

Abilities

- Perform physically demanding tasks, including lifting up to 70 pounds.
- Work independently and as part of a team.
- Communicate effectively with colleagues and supervisors.
- Adapt to changing work priorities and handle multiple tasks.

Responsibility

Work under direct supervision following standardized routines. Utilize resources from other work units as required. Continually impact the organization's services through effective maintenance activities.

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 varying weather conditions with exposure to risk of injury.

Experience

Job-related experience is preferred

Education

High school diploma or equivalent

Certificates and Licenses

Valid driver's license

Continuing Education/Training

Maintains required certificates and licenses

Clearances

Criminal justice fingerprint/background clearance

FLSA Status

Non-Exempt

Salary Grade

SK

The Bismarck Public School District does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age, or other status protected by law in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. BPS administrative policy AAC (Nondiscrimination and Anti-Harassment) and regulations AAC-AR1 (Discrimination and Harassment Grievance Procedure) and AAC-AR2 (Title IX Sexual Harassment Grievance Procedure) may be reviewed online at <https://www.bismarckschools.org/school-board/district-administrative-policies>. The following person has been designated to handle inquiries regarding the non-discrimination policies and grievance procedures: Stacey Geiger, Human Resource Director/Title IX Coordinator/Section 504 Coordinator 128 Soo Line Drive, Bismarck, ND 58501 Telephone number: (701) 323-4070.