

JOB DESCRIPTION
GROUNDSKEEPER I

TITLE

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/ Experience	High school diploma or General Education Development (GED) certificate. Ability to learn grounds keeping tasks from on the job training, in-house or professional provider classes or seminars. Ability to become proficient in the safe operation and use of all hand and power equipment, chemicals and procedures used in maintaining district landscapes.
Language Skills	Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to other employees of the organization.
Mathematical Skills	Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume, and distance.
Certificate/License	Must currently have a valid driver's license. The employee must keep this license current throughout his/her employment by the District.
Reasoning Ability	Ability to apply common sense understanding to carry out simple one-or two-step instructions. Ability to deal with standardized situations with only occasional or no variables.
Physical Demands	The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit. The employee is regularly required to talk and hear. The employee is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee lifts and/or moves up to 80 pounds. Specific vision abilities required by this job include close vision, distance vision and ability to adjust focus. The employee shall remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment by the District.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions, moving mechanical parts, and outside weather conditions. The noise level in the work environment is usually loud.

REPORTS TO

Supervisor of Grounds

GENERAL RESPONSIBILITIES

1. Maintains the landscape of assigned sites in accordance with prescribed standards.

SPECIFIC RESPONSIBILITIES

1. Acquires and maintains a general working knowledge to properly identify all grasses, ornamentals, trees, weeds and pests in district landscapes; to proficiently/safely operate all power equipment, hand tools and equipment; to proficiently/safely use fertilizers and authorized pesticides, and proficiently/safely move and store equipment and materials.
2. Maintains school sites by mowing, pruning, edging, trimming, blowing, weeding, fertilizing, working clay infields, tilling crushed shell/sand play areas and removing hazards and trash.
3. Exercises initiative and good judgment in the performance of duties and assumes responsibility without direct supervision.
4. Follows proper procedures for the expenditure of supplies and equipment and for equipment maintenance repairs and service.
5. Assumes responsibility for the proper utilization of tools, equipment and vehicles furnished by the School District.
6. Properly cleans all equipment used daily.
7. Uses all personal protective equipment and safety gear in a proper manner as required.
8. Maintains a daily work report indicating the time engaged in the tasks performed.
9. Reports to the appropriate supervisor all conditions that are found to be out of ordinary at site or unsafe.
10. Performs other duties as assigned.