

# SCHOOL DISTRICT OF GADSDEN COUNTY

## JOB DESCRIPTION

### GROUNDSKEEPER

#### QUALIFICATIONS:

- (1) High School Diploma or its equivalent is preferred.
- (2) Florida Driver's License or a current out of state license with the ability to obtain a Florida license within 6 months. (A Commercial Driver's License [CDL] is a plus)
- (3) Experience in grounds maintenance preferred

#### KNOWLEDGE, SKILLS AND ABILITIES:

- (1) Possess a working knowledge of lawn maintenance techniques
- (2) Ability to work independently
- (3) Ability to follow written and oral instructions
- (4) Ability to generate, receive and complete work orders
- (5) To have a working knowledge of and the skill to use all tools of the trade
- (6) Ability to respond to questions and resolve problems

#### REPORTS TO:

Head Groundskeeper

#### JOB GOAL

To maintain the facility grounds in the District in good condition and provide safe, healthy and attractive facilities for employees and students.

#### SUPERVISES:

N/A

#### PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently  
Extensive walking and standing all the time, position requires mobility, occasionally climbs, crawls, stoops, or otherwise works in an awkward position, lifting or moving heavy parcels, machines, and equipment up to 40 pounds on a regular basis. Manual dexterity and coordination are required in over 50% of the work period while operating various types of equipment and frequent daily exposure to one or more disagreeable conditions, such as outdoor weather, undesirable cleaning or repair assignments, and herbicides/fertilizers.

#### TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.  
Length of the work year and hours of employment shall be those established by the District.

#### EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

## **GROUNDSKEEPER (Continued)**

### **PERFORMANCE RESPONSIBILITIES:**

#### **Service Delivery**

- (1) Daily maintenance and upkeep of grounds equipment
- (2) Keep all GCSB grounds well-manicured including but not limited to mowing, weeding all areas not accessible by a mower, edging sidewalks and curbs, keeping fence lines clear of growth, trimming hedges and mulching flower beds.
- (3) Work with outside contractors as needed
- (4) Assist other tradesmen as required

#### **Employee Qualities/Responsibilities**

- (5) Follows District policies and procedures.
- (6) Works independently and as a team member
- (7) Interacts positively with school and maintenance personnel
- (8) Reports to work punctually and regularly.
- (9) Displays appropriate work ethic
- (10) Communicates well with others and exhibit excellent interpersonal skills

#### **System Support**

- (11) Perform other duties as assigned.