

**Central Valley School District
Job Description**

TITLE Groundskeeper - Maintenance

GENERAL SUMMARY

This position's responsibilities are to install, alter, repair and maintain district grounds and grounds equipment, including planting, fertilizing, pruning, mowing and general maintenance to ensure safe and attractive district grounds.

ESSENTIAL JOB FUNCTIONS

Depending upon the individual assignment, the Groundskeeper may perform all or a combination of the following:

1. Maintain district grounds, athletic and play fields; weed, edge, mow, fertilize and provide a variety of grounds maintenance services.
2. Perform a variety of horticultural duties; plant a variety of shrubs, trees and flowers; prune and fertilize; apply a variety of herbicides/insecticides as needed; perform landscaping installations and improvements.
3. Assist in snow removal and sanding as needed.
4. Monitor condition of grounds throughout the district; inspect and correct a variety of conditions to include; turf, asphalt, concrete, and fencing.
5. Maintain and repair a variety of groundskeeping equipment, including mowers, tractors, trucks, trimmers and hand equipment.
6. Maintain inventory of grounds supplies and equipment; inform supervisor of needed supplies and replacements; place routine orders; drive to secure materials as required.
7. Operate, clean and maintain a variety of groundskeeping tools and equipment.
8. Secure area when mowing, spraying or performing other potentially injurious functions to ensure student and staff safety.
9. Maintain effective communication with students, parents, staff and the public for safety and public relations.
10. Perform major summer landscaping installations, improvements and repairs to prepare grounds and fields for the start of the student school year. Open and winterize all irrigation systems throughout district.
11. Assist with maintenance of facilities as assigned, by assisting with carpentry, painting, roofing, equipment repair and other building maintenance tasks.
12. May serve on various district committees and/or departmental work teams. Model appropriate and cooperative behavior including protection of confidential information that is consistent with the district ethical guidelines.
13. Perform other duties as required.

OTHER FUNCTIONS

REPORTING RELATIONSHIPS

This position reports to the Director of Maintenance

MENTAL DEMANDS

May experience frequent interruptions; required to deal with a wide range of student, staff and public behaviors; required to shift focus to respond to student, staff and public needs.

PHYSICAL DEMANDS

Required to stand, stoop or crouch for prolonged periods; occasionally required to move heavy objects weighing more than forty (40) pounds; required to operate power equipment such as mowers and tractors; required to take precautions when operating equipment with cutting potential and to avoid exposure to herbicides and other landscaping chemicals and their fumes; required to wear protective gear such as gloves or masks; exposed to noise from power equipment; grounds maintenance requires working outdoors in inclement weather; required to work from ladders or scaffolds; required to take precautions to avoid injury when felling trees with chain saw or using other power equipment and when welding.

QUALIFICATIONS:

1. Ability to distinguish herbicides, insecticides, and other hazardous chemicals.
2. Washington State pesticide sprayer's license required.
3. Ability to operate a variety of grounds maintenance equipment and tools.
4. Knowledge of grounds repairs and maintenance.
5. Ability to mow, plant, water, prune and fertilize trees, shrubs, flowering plants and grounds.
6. Knowledge of safety procedures.
7. Ability to follow verbal or written instructions.
8. Ability to work independently with minimal supervision.
9. Knowledge of irrigation systems.
10. Skill in identifying and correcting equipment problems.
11. Ability to establish and maintain effective working relationships with students, staff and the public.
12. Current driver's license with commercial endorsement (CDL) and evidence of good driving record.
13. First Aid Certification preferred.

UNIT AFFILIATION

PSE - Maintenance

CONDITIONS

The preceding list of essential functions is not exhaustive and may be supplemented as necessary.

CLASSIFICATION HISTORY

Created 08/06
Revised 09/06
Revised 05/16