Job Title: Grounds Maintenance **Wage/Hour Status:** Non-exempt

Reports to: Maintenance Supervisor **Pay Grade: 1**

Dept./School: Maintenance **Date Revised: 10/10/2024**

Primary Purpose:

Maintain safe and attractive grounds and landscaping for the district.

Qualifications:

Education/Certification:
Valid Texas driver's license

Special Knowledge/Skills:
Ability to read and understand written instructions
Ability to communicate (verbally)
Ability to operate tractor and landscaping equipment
Ability to operate riding or power mower, power tools, and hand tools

Experience:
None

Major Responsibilities and Duties:

Grounds and Landscaping

1. Mow and detail all district grounds, including athletic fields.
2. Care for trees, shrubs, and flowers by watering, pruning, fertilizing, mulching, caring for beds, and controlling weeds.
3. Plant shrubs and vegetation.
4. Assist with the preparation of athletic fields for games, including chalking fields.
5. Water grounds and apply fertilizer.
6. Collect and dispose of leaves, dirt, rubbish, and refuse from district facilities.
7. Assist with the inspection, repair, and installation of sprinkler systems.

Safety

8. Operate tools and equipment according to prescribed safety procedures.

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9. Follow established safety procedures and techniques to perform job duties, including lifting, climbing, etc.

10. Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.

11. Help keep vehicle, equipment, and tools in safe operating condition.

12. Inspect and adjust tools and equipment for safety and efficiency and perform preventive maintenance as needed.

Other

13. Transport workers and equipment to work sites throughout the district.

Supervisory Responsibilities:

None.

Equipment Used:

Tractor and mower, riding and power mower, gas-powered weed trimmer, blower, edger, sprayer, striping machine, garden and hand tools, posthole auger, aerator, genie lift and scissor lift. Light truck or van.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:
Continual walking, standing, climbing, stooping, bending, kneeling, reaching, and heavy lifting and carrying. Work outside and around moving objects or vehicles. Exposure to extreme temperatures, chemicals (herbicides and fertilizer), and loud noises. Frequent districtwide travel.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by _____ Date _____

Reviewed by _____ Date _____

_____

Signature Date

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