

**GROUNDS WORKER II – GR 5**

**BASIC FUNCTION**

To maintain District grounds; to perform routine and semi-skilled building maintenance/repair work and related tasks; and to operate specialized heavy equipment, assist in supervising grounds crews, and/or perform other specialized tasks, such as off-season overhaul, repair and rebuilding of tools and equipment.

**CHARACTERISTIC DUTIES & RESPONSIBILITIES**

- Maintain grounds in summer: mow and fertilize lawns; plant grass, flowers, shrubs, and trees; prune and fertilize trees and shrubs.
- Maintain grounds in winter: remove snow and ice from parking lots and sidewalks, using shovels, snow blowers and plows; salt and sand.
- Perform other seasonal grounds work: rake leaves, sweep sand, put protective coverings over shrubs, and the like.
- Pick up trash around buildings and dorms and empty trashcans.
- Move furniture (relocate offices, set up furniture in dorms, etc.)
- Assist with basic construction tasks related to grounds maintenance (ditch digging, cement work, laying tar and asphalt, fence installation, etc.)
- Carry out other special work orders (deliveries, pick-ups, facility set-ups/tear-downs for special events, and the like.)
- Perform a variety of routine and semi-skilled building maintenance and repair tasks, such as interior and exterior painting; rough carpentry; window replacement; bulb replacement; preventive maintenance on heating fixtures; routine plumbing and electrical repairs; and the like.
- Operate heavy equipment used in performing various types of grounds and construction work.
- Assist in supervising grounds crews.
- Maintain tools and equipment used in groundwork. Overhaul, repair and rebuild tools and equipment during the off-season.
- Secure necessary supplies for assigned jobs.
- Perform related duties as assigned.

**SUPERVISION RECEIVED**

Moderate supervision is received from the supervisor or other senior staff member.

**MINIMUM QUALIFICATIONS**

High school education desirable, plus three to five years of formal or informal experience in building and grounds maintenance, or a combination of education and experience from which comparable knowledge and skills are acquired.

- Good basic knowledge and skills related to the care and maintenance of lawns, flower, trees, and shrubs. Some basic trades skills, strong mechanical abilities, and some construction experience desirable.
- Experience operating heavy equipment.
- Ability to oversee the work of other employees.
- Relevant skills in equipment repair and maintenance desirable.
- Physical ability to do assigned job duties.
- Valid driver's license may be required.

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This general outline illustrates the type of work which characterizes the Job Classification. It is not an all-encompassing statement of the specific duties, responsibilities and qualifications of individual positions assigned to the classification.

