



JOB TITLE	DEPARTMENT	REPORTS TO
Groundskeeper	Maintenance	Maintenance Manager or Custodial Coordinator

<b>Position No:</b> 79036	<b>Length of Work Year:</b> 12 Months
<b>Salary Schedule:</b> CWJ	<b>Date Approved:</b> 6/25/13
<b>FSLA:</b> Non-exempt	<b>Date Revised:</b> 10/10/14; 7/7/16; 3/24/23

JOB GOAL
Lead the maintenance and preparation of School Board grounds, in cooperation with the Maintenance Manager.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> <li>1. High school diploma preferred and training in grounds maintenance.</li> <li>2. Valid Florida Driver's license.</li> <li>3. Two years successful experience in landscape maintenance or associate's degree in related field and one year of experience preferred.</li> <li>4. Certification in both Ornamental and General Standards (CORE certification) including experience of pesticides, desired*.</li> <li>5. Experience and skills in operating, maintaining and adjusting the various types of equipment used in maintaining grounds (Mowers, edgers, string trimmers, chainsaws).</li> <li>6. Ability to operate, maintain and adjust irrigation system components, desired.</li> <li>7. Ability to work independently, as well as with others, including school administrator and school staff and other related staff in the performance of the job duties.</li> <li>8. Ability and willingness a work flexible schedule to accommodate weather, maintenance and use of the facility.</li> <li>9. Ability and willingness to work overtime as require, respond to emergency situations; continue self-development in work related programs; maintain a home or cell phone.</li> <li>10. Ability to follow and give instructions (both verbal and written) in the completion of an assigned task.</li> <li>11. Ability to make estimates time and materials necessary to perform duties.</li> <li>12. Ability to perform the functions of the position.</li> </ol>
DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> <li>1. Professional representation of the Maintenance Department and the District in a cooperative manner when dealing with other staff, students or the public.</li> <li>2. To maintain and prepare grounds to include but not limited to, mowing fertilizing, trimming trees and bushes, and pest control of athletic fields.</li> <li>3. To report maintenance needs to supervisor.</li> <li>4. Proper maintenance and operation of machinery associated with the function of the position.</li> <li>5. Completion of the assigned tasks with minimum supervision or correction.</li> <li>6. Proficient use of tools and equipment necessary for the completion of assigned task.</li> <li>7. Safe and proper work practices when using tools, equipment and chemicals.</li> <li>8. To perform assigned tasks in a timely and efficient manner.</li> <li>9. Performance of assigned tasks in accordance with industry standards.</li> <li>10. To perform such other related duties as assigned by the Maintenance Manager and/or supervisor.</li> </ol>

**PHYSICAL DEMAND CLASS:**

Heavy (H) - Frequent lifting and carrying of objects weighing 25-50 pounds. Infrequent lifting and carrying of objects weighing 51-100 pounds. Continuous standing and/or walking is required to carry out duties. Occasional walking at a fast pace and/or running may be required.

\* Supplement for lead position (\$2,000/year) for each crew as designated by coordinator of custodial services. Lead must maintain a limited landscape maintenance certification.