

## **OPERATIONS**

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**TITLE:** **GROUNDSMAN**

**REPORTS TO:** Building and Grounds Supervisor

**QUALIFICATIONS:**

1. Ability to read, write and follow written and oral instructions.
2. Three written and verified references.
3. Such alternatives as the Board may find appropriate and acceptable.

**JOB GOAL:** To provide an attractive, safe and natural environment around the various school facilities.

**PERFORMANCE RESPONSIBILITIES:**

1. Maintains and cares for school grounds.
2. Prepares the various athletic fields for school activities.
3. Prepares seeding or transplanting beds by cultivating soil and adding fertilizer or chemicals, if needed.
4. Plants seeds, bulbs, tree seedlings and shrubbery so that resulting growth will produce an attractive appearance.
5. Prunes trees and trims hedges and shrubs to promote growth and improve appearance.
6. Mows lawns.
7. Connects sprinkling equipment and waters lawn and flower beds.
8. Inspects flowers, shrubs and trees for evidence of insects, fungi, and other pests and then sprays, or dusts chemicals on infected areas.
9. Adjusts and repairs such equipment as lawn mowers, sprinklers and hedge shears.
10. Shovels snow from sidewalks and driveways and spreads salt to prevent slipping.
11. Collects and disposes of leaves and refuse.
12. Repairs outdoor equipment, chairs, and benches, etc.
13. Works inside during the winter on assigned tasks.
14. Performs other duties that may be assigned by the Buildings and Grounds Supervisor.

**TERMS OF EMPLOYMENT:** Salary and work year to be determined by the Board of Education.

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the board's policy on evaluation of noncertified staff.

**APPROVED:** October 16, 2007