

F&T Grounds Maintenance

Purpose Statement

The job of F&T Grounds Maintenance is done for the purpose/s of providing grounds maintenance services at assigned site/s; ensuring attractive and safe grounds area/s and athletic fields; protecting against erosion; performing a variety of special grounds maintenance operations; and maintaining grounds for assemblies, events and/or recreational activities.

This job reports to Grounds Supervisor

Essential Functions

- Assists in the application of pesticides for the purpose of controlling insects and weeds in accordance with established procedures.
- Attends unit meetings, in-service training, workshops, etc. for the purpose of gathering information required to perform job functions.
- Cleans landscaped areas and related items (e.g. storm drains, fields, litter, etc.) for the purpose of preventing flooding and removing hazards.
- Maintains athletic fields, playground equipment (e.g. installation and minor repair of playground equipment and athletic field structures; mowing, striping football and soccer fields, etc.) for the purpose of ensuring the availability of equipment in safe operating condition in compliance with established guidelines.
- Maintains all equipment needed for maintenance and grounds for the purpose of ensuring effective grounds maintenance program.
- Operates needed maintenance and grounds equipment (e.g. sand truck, thatcher, sprinklers, forklifts, manlifts, etc.) for the purpose of providing all necessary maintenance grounds processes.
- Plants a variety of landscaping materials (e.g. lawns, shrubbery, flowers, etc.) for the purpose of keeping the grounds attractive and protecting against erosion.
- Prepares grounds and athletic fields (e.g. fertilizes soil, courtyards, flower beds, chalk fields, paint stripping, mowing, snow removal, etc.) for the purpose of providing adequate, attractive and safe areas for assemblies, recreational activities and/or athletic events.
- Provides processes for grounds (e.g. welding, carpentry, concrete work, fence building, plumbing, electrical, tree trimming, etc.) for the purpose of ensuring that all aspects of maintenance for grounds provided in optimal condition.
- Repairs irrigation systems and components (e.g. valves, wiring, timers, switches, etc.) for the purpose of ensuring equipment and/or components are in proper working order.
- Requests materials, supplies, equipment, and/or support personnel for the purpose of completing assignments in a timely manner.
- Responds to immediate safety and/or operational concerns (e.g. facility damage, vandalism, alarms, etc.) for the purpose of taking appropriate action or notifying appropriate personnel for resolution.
- Transports a variety of tools, equipment, supplies, etc. for the purpose of ensuring the availability of materials required at job site.

Other Functions

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: operating equipment used in grounds maintenance including tractors; weed whips; mowers; hand and power tools, etc.; and adhering to safety practices.

KNOWLEDGE is required to perform algebra and/or geometry; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: method of preparing and maintaining various plants, shrubs, lawns, etc.; and safety practices and procedures.

ABILITY is required to schedule activities and/or meetings; gather and/or collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing specific, defined processes; and operate equipment using standardized methods. Ability is also required to work with a wide diversity of individuals; work with similar types of data; and utilize a variety of types of job-related equipment. Problem solving is required to identify issues and create action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is moderate to significant. Specific ability based competencies required to satisfactorily perform the functions of the job include: adhering to safety practices; meeting deadlines and schedules; working under time constraints; and communicating with diverse groups.

Responsibility

Responsibilities include: working under direct supervision using standardized routines; providing information and/or advising others; operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to have some impact on the organization's services.

Work Environment

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling, some climbing and balancing, frequent stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally the job requires 5% sitting, 50% walking, and 45% standing. The job is performed under some temperature extremes and under conditions with some exposure to risk of injury and/or illness.

Experience: Job related experience with increasing levels of responsibility is desired.

Education: High school diploma or equivalent.

Equivalency:

Required Testing:

Certificates and Licenses

Driver's License & Evidence of Insurability
Forklift Certificate
Journey Level Certificate

Continuing Educ. / Training:

Maintains Certificates and/or Licenses

Clearances

Criminal Justice Fingerprint/Background Clearance

FLSA Status

Non Exempt

Approval Date

Salary Grade

SM