

SEASONAL GROUNDSKEEPER

SUMMARY/PURPOSE

To perform routine manual labor involved in grounds, parks, trails and building maintenance.

ESSENTIAL DUTIES AND RESPONSIBILITIES (other duties may be assigned)

1. Perform manual labor including mowing, trimming, raking, and shoveling on grounds, parks, and trails.
2. Assist with new landscape construction by grading and preparing soil base, laying sod, and seeding.
3. Assist with repair, maintenance and replacement of pipe in irrigation systems.
4. Perform preventative maintenance on equipment, including fueling, oiling, and checking parts.
5. Assist with landscape and playground construction projects, including trenching, walkways, and retaining walls.
6. Operate a variety of hand and power equipment used in grounds maintenance.
7. Assist with maintenance of flowerbeds, trees, shrubs, turf, and other plant material.
8. Sweep and mop floors and stairs.
9. Clean and disinfect bathrooms.
10. Collect and dispose of garbage.
11. Perform athletic field preparation and maintenance.

JOB REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required.

1. License Requirements
 - A. Possession of a valid Minnesota driver's license.
2. Knowledge Requirements
 - A. Basic knowledge of methods and materials used in grounds, parks, and trails maintenance.
 - B. Knowledge of and ability to safely use hand and power tools and equipment.
3. Skill Requirements
 - A. Skill in performing work using various hand tools, power tools, and motorized equipment.
 - B. Skill in safely operating vehicles and light motorized equipment.
4. Ability Requirements
 - A. Ability to follow oral and written instructions.
 - B. Ability to learn and become skilled in safe maintenance methods and procedures.
 - C. Ability to establish and maintain effective working relationships with supervisors, co-workers, and the general public.
5. Physical Ability Requirements
 - A. Ability to work a variety of shifts, including evenings, weekends and holidays.
 - B. Ability to attend work on a regular basis.
 - C. Ability to work outdoors in a variety of weather conditions.
 - D. Ability to work in dusty, wet and/or muddy conditions.
 - E. Ability to sit, stand, and walk for extended periods.
 - F. Ability to perform moderately difficult manual labor including frequent bending, stooping, squatting, pushing and pulling, and occasional crouching and kneeling to perform required work.
 - G. Ability to frequently lift and carry equipment, tools and supplies weighing up to 25 pounds, such as trimmers and water jugs, and to occasionally lift and carry items such as fertilizer sacks weighing up to 50 pounds.

| | | | | |
|----------|--------------|-------------------------|------|----------------|
| HR: MC | Union: Basic | EEOC: Service/Maint | CSB: | Class No: 5408 |
| WC: 9102 | Pay: | EEOF: Natural Resources | CC: | Resolution: |