

MACKAY SCHOOL DISTRICT
Classified Job Description
Grounds Keeper

Definition

Under supervision, to assist in the mowing, watering, weed eating, cleaning and other duties necessary to maintain the grounds of the district in a condition of safety, neatness, and aesthetic attractiveness, so that each student may be provided an outdoor environment both pleasing to look at and good to play in.

Work Schedule – Fifteen (15) hours per week. There are no benefits with this position.

Examples of Duties

Coordinates and participates in the grounds maintenance and gardening work of the district;

Confers with the maintenance supervisor regarding the maintenance of the school grounds;

Trains subordinates to perform gardening duties as required;

Follows a watering, mowing, weed eating, debris cleanup, spraying and fertilizing schedule as instructed by the maintenance supervisor and performs said duties as instructed;

Advises the maintenance supervisor when any equipment is not in proper working order or is need of regular scheduled maintenance;

Reports to the maintenance supervisor and the principals of any damage to school property;

Complies with local laws and procedures regarding the storage and disposal of trash, rubbish and other waste;

Shovels or plows snow, ice melt walks, driveways, steps, when needed and with prior approval from the maintenance supervisor;

Other duties as prescribed by the maintenance Supervisor;

Other duties as prescribed by the Superintendent.

Desirable Qualifications

Knowledge of:

- Basic mowing, weed eating and gardening skills;

- Basic irrigation skills;
- Sanitation and safety procedures;
- Operation of four wheelers, mowers, weed sprayers and other basic equipment.

Ability to:

- Perform assigned lawn tasks;
- Apply knowledge of first aid and safety practices;
- Use cleaning materials and equipment with skill and efficiency;
- Perform heavy physical labor;
- Work without immediate supervision;
- Understand and carry out oral and written directions;
- Understand and follow a work schedule;
- Maintain cooperative working relationships with students, staff and others contacted in the course of work;
- Estimate the scope of each work assignment and secure necessary items to complete the assignment.

Please understand there are no contractual rights to this position. All classified positions with Mackay School District #182 are at-will positions and your employment may be terminated at any time, without cause.

Employee Signature _____

Date _____