

**GRANITE FALLS SCHOOL DISTRICT
POSITION DESCRIPTION
GROUNDSKEEPER**

GENERAL SUMMARY

The responsibilities of this position are to perform grounds maintenance and improvements.

TYPICAL FUNCTIONS

1. Maintain all school district grounds.
2. Operate small grounds maintenance equipment, including single-axle truck, backhoe, mowers, tractor, edger, weed eaters, hand tools; maintain, service, and perform minor repair to grounds equipment/assist with special grounds improvement projects; keep maintenance shop in a neat and orderly manner.
3. Mow, spray, fertilize, water and maintain lawns, landscaped areas, and athletic fields for school district; fertilize, spray, prune, and keep all flowers, shrubs, and trees in healthy condition; keep planting beds neat, free of weeds and generally maintained; maintain irrigation systems, including pumps and wells.
4. Inspect, troubleshoot, and perform repair and preventative maintenance on grounds, playground equipment; perform regular maintenance and vandalism repairs as necessary, document repairs/maintenance as necessary.
5. Respond to emergency situations.
6. Stock and notify facilities/groundskeeper of supplies/materials to be ordered and/or order supplies/materials as assigned.
7. Assist with maintenance of grounds as assigned, by sweeping/blowing walkways, removing litter, clearing ice or snow, and related maintenance of an attractive school facility.
8. Comply with all health and fire codes/laws.
9. Observe all district safety policies and procedures and equipment and operation guidelines for district employee, student, and public safety; wear protective gear as necessary (ear/eye protection, gloves, etc.)
10. Complete and maintain paperwork, logs, and records as necessary.
11. Maintain effective communication with administration, students, parents, staff, and the public for safety, security and public relations.

REPORTING RELATIONSHIPS

Operations Supervisor.

WORKING RELATIONSHIPS

Works With: Facilities/Groundskeeper, Operations Secretary.

SPECIAL REQUIREMENTS

High school diploma or GED; satisfactory background clearance results (fingerprinting required); proof of ability to work in the United States; valid Washington State driver's license; may require pesticide license in the future; current first aid and CPR certification.

CONDITIONS

The list of essential functions is not exhaustive and may be supplemented as necessary.

MENTAL DEMANDS

Requires knowledge of routine repairs and grounds maintenance, including: care and maintenance of vegetation and lawns, synthetic turf, and hard surfaces of sidewalks and driving surfaces; requires ability to learn the operation of a variety of equipment and tools; requires performing intermediate-level reading, writing, arithmetic, and logic processing skills; requires ability to follow verbal and written instructions; requires excellent vision to perform detailed and precise work; requires good depth perception, balance, hearing, and hand/eye coordination; knowledge and understanding of product and equipment application/operation and safety, health and safety codes, standards, and procedures; work at times is fast paced, routine, and repetitive, requiring concentration and attention to task and ability to make independent decisions; requires day-to-day communication, rapport-building; negotiation and conflict resolution, and customer service skills to work with a wide range of student, staff and public behaviors; frequently will experience interruptions; required to shift focus to respond to student, staff and public needs; requires cooperation and ability to work as a team member.

PHYSICAL DEMANDS

Exposure to changes in temperature and climatic conditions, wet/humid conditions, dust, equipment noise, toxic chemicals (such as paints, solvents, cleaning fluids, herbicide/pesticide agents); exposure to moving equipment, power tools, and machinery (including flying debris), vibration and jarring; requires standing, walking, sitting

without restrictions; ability to stoop, bend, squat frequently, lift and carry objects weighing up to 25 pounds frequently; assistance for heavy lifting, carrying, pushing, and pulling available; must be physically capable of working from a kneeling and crawling position; frequently requires; occasionally requires working in confined spaces; requires work from ladder, scaffolding, and/or scissors-platform lift occasionally; requires no limitation in reaching, grasping, handling, and gripping; may be exposed to infectious diseases carried by students; may require restraining out-of-control students; requires good visual and hearing ability; requires work outdoors in any kind of weather.