

Grounds Worker 1

Skill Level: 1

FLSA Status: Non-exempt

IPEDS: 710

Job Purpose: Work performed in maintaining grounds, landscapes, streets, and walks.

Characteristic Duties and Responsibilities (Essential functions for this position are on file in the Office of Human Resources for your information):

Maintains grounds, streets, and walks by mowing, picking up debris, patching streets and parking lots, painting parking lines, and installing traffic signs.

Weeds and tills flower beds; plants, trims, and prunes shrubs and trees under close supervision.

Mixes and applies herbicides, insecticides, and fertilizers. Refers questions on treatment procedures.

Trims, rakes, edges, weeds, and picks-up trash on university property.

Operates various equipment such as tractors and lawn mowers in the performance of duties.

Maintains tools and equipment.

Supplemental Functions:

All incumbents are expected to perform these functions except for those qualifying under the Americans with Disabilities Act for a reasonable accommodation.

These functions may vary by institution. Incumbents may provide backup to various functions within the unit.

Performs other work as assigned.

Direction Received:

Employees work under general supervision. Advice and guidance are available from the supervisor as needed for complex issues or exceptions to policy.

Direction Given:

N/A

Job Specifications:

Completion of eighth grade.

Knowledge, Skills, Abilities, and Worker Characteristics:

Knowledge of basic hand tools such as hedge trimmers.
Knowledge of the operation of manual and power driven vehicles.
Knowledge of occupational hazards and safety precautions.
Ability to implement instructions.
Ability to operate equipment used in performance of job.
Ability to perform manual labor for extended periods under some unfavorable climatic conditions.
Ability to establish and maintain effective working relationship with other employees.

Working Conditions/Physical Demands/Special Conditions:

Specific working conditions, physical demands and special conditions relative to this position are on file in the Office of Human Resources for your information.

Date
5/2004

Skill
1

Evaluation
131013114

The intent of this job description is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position.